

PROPOSED AGENDA

COUNCIL MEETING

January 18, 2011

7:00 PM

CALL TO ORDER – Mayor Sammy Phillips

PLEDGE OF ALLEGIANCE

INVOCATION

ADOPTION OF AGENDA AND CONSENT ITEMS

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COUNCIL MINUTES

SPECIAL WORKSHOP MEETING

January 4, 2011

A special workshop meeting of the City Council of the City of Jacksonville was held Tuesday, January 4, 2011 beginning at 5:00 PM in Council Chambers of the Jacksonville City Hall. Present were: Mayor Sammy Phillips, presiding; Mayor Pro-Tem Michael Lazzara and Council Members: Jerry A. Bittner, Fannie K. Coleman, Randy Thomas, and Bob Warden. Councilman Jerome Willingham was out of town and unable to attend. Also present were: Richard Woodruff, City Manager; Ron Massey, Assistant City Manager; Glenn Hargett, Communications and Community Affairs Director; Mike Yaniero, Police Chief; Rick McIntyre, Fire Chief; Carmen Miracle, City Clerk; and John Carter, City Attorney. *An audio recording of the Council Meeting is presently available for review in the City Clerk's Office.

CALL TO ORDER

Mayor Sammy Phillips called the meeting to order at 5:00 PM.

ADOPTION OF AGENDA

A motion was made by Councilman Warden, seconded by Council Member Coleman, and unanimously approved to adopt the agenda as presented.

FIRE STATION #2 UPDATE

Rick McIntyre, Fire Chief, stated that looking for the site of a single fire station cannot be done in a vacuum, therefore two presumptions were made - there were no significant areas proposed for annexation on the table at this time and Council's expectation continued to be improvement of service level opportunities whenever possible. Using the PowerPoint presentation attached to the official minutes as Exhibit A, Chief McIntyre reviewed for Council the Facility Study that was completed in May 2010 on the existing Fire Station #2. The primary recommendation was to build a new station in a better location. The move gave the City the opportunity to address the City's fire protection in a more effective way. Using GIS model data analysis, six scenarios were built to look at fire stations in different locations and to compare the effectiveness of each scenario. Distribution of fire stations had an impact on fire insurance ratings. When the current Class 3 rating was achieved, it was only achieved by 7/10 of a point, so even 1/10 of a point can have an effect on the rating.

Councilman Warden asked if the different colors shown also reflected the insurance point totals. Chief McIntyre stated that the colors reflected only response times. The insurance point totals were derived from the total area coverage. Calculations were based on only those areas inside the City limits and not any of the areas shown on the map that were outside the City limits.

Mayor Pro-Tem Lazzara asked about satellite stations and continuing to use those strategies. Chief McIntyre stated he felt the concept had value, and they may need to use a satellite in the Carolina Forest area. Even though it was close to Station 4, the current lack of available connector roads increased the time to reach the area.

Councilman Bittner asked if a financial model, as well as insurance code criteria, had been created for the proposed locations. Chief McIntyre stated that the costs were calculated two budgets ago and were probably not much more. The annual operating costs of a substation were about \$720,000 for round the clock – 15 firemen with 3 shifts of 5 firemen each. The main station downtown had 8 men on a shift as it operated two trucks.

Councilman Thomas asked if the cumulative property values in the districts were reviewed. Mr. Woodruff stated that the models were only based on fire response time. Councilman Thomas stated that it looked like there was a short response time in the bypass area, but that area wasn't very populated and a densely populated area may be sacrificed. Chief McIntyre stated that was an interesting point; however, it was unknown how any particular parcel would develop in the future.

Mayor Pro-Tem Lazzara stated he liked Scenario 2 in terms of coverage. In looking at our strategies for providing response support, he would like to see the use of specific response vehicles instead of dispatching a huge fire truck in a medical emergency. He felt there were areas where satellite stations would be effective and would like to see how our equipment could be better utilized. Chief McIntyre stated that temporary station 5 was a good example of how that worked with 2 people round the clock and a small truck. They could handle a lot of things by themselves initially with limited response, while others were on the way. It wouldn't give us an insurance credit, but it gave a definite improvement in the response time.

Mayor Phillips asked what actually qualified as an adequate response time. Chief McIntyre stated that response time was built on 3 factors – call processing time (under control of the dispatch center), turnout time (getting the units out of the station) and travel time to the location of the call. He stated that the 5 minute benchmark was the key benchmark looked at in

saving lives. The goal or standard was 85% of the calls within 7 minutes. About 64% of the calls were medical calls and all Jacksonville firefighters were EMTs.

From a staff standpoint, the best scenarios presented were Scenarios 5 and 2. Chief McIntyre stated the best location to build Station 2 was on Gum Branch as it allowed the City to build into the future with better coverage. Mr. Woodruff noted that in time it would be beneficial to build five stations, but by building Station 2 on Gum Branch, Council should also consider that the full plan would be to build a station in the vicinity of 17/Bypass so it becomes the hub to feed the outer stations.

Mayor Pro-Tem Lazzara asked if Station 2 moved to Gum Branch, should the City consider moving the current satellite station to the old Station 2 building until it could be decided where to build Station 5. He liked this idea more than the idea to build Station 5 on the outskirts of an area that may or may not be annexed. He also felt if 60% of our calls were medical calls, we needed to be better equipped for that than sending out a ladder truck. If we're looking 20 years out, we need to look at some of those efficiencies.

Mr. Woodruff stated that County EMS were first responders for medical emergencies, but the reason our medical calls were so high was because the County only had one EMS station within City limits. Because of that deficiency, the City has chosen to use our fire personnel. We may want to look at how to put paramedics on our payroll or work with the County for them to establish more locations inside the corporate limits. We could also look at a smaller truck so the large trucks weren't run each time there was a medical emergency.

Chief McIntyre stated that it had to be kept in mind the overall impact of what we do now and what we do in the future. The items that gave us credit for fire insurance rating purposes were stations, equipment and people. We had to look for a balance of economy, efficiency and effectiveness and keep working on it.

Councilman Warden thanked Chief McIntyre and Mr. Massey for looking outside of the box and not hiring a consultant to run the scenarios. The presentation was very helpful in looking at where Council needed to locate future fire stations.

Mr. Woodruff asked Council if they were comfortable in having the City Attorney look for options on Gum Branch Road.

Council indicated their consensus to take exploratory steps in looking for available land on Gum Branch Road.

RECESS/RECONVENE

Mayor Phillips recessed the meeting at 6:07 PM for a short break. Mayor Phillips reconvened the meeting at 6:24 PM.

REDISTRICTING INFORMATION

Using the PowerPoint presentation attached as Exhibit A, John Carter, City Attorney, and Glenn Hargett, Communications and Community Affairs Director, reviewed redistricting information. Mr. Carter stated that Onslow County was under the Voting Rights Act and the City was mandated by the State to evaluate the voting wards after each 10 year Census. Because there probably would be more than a 10% deviation in some of the wards, there would be redistricting. When drawing new lines, no action could be taken to lessen the chance of a minority to be elected in the two minority wards. The process would include drawing new lines, Council taking action, and then pre-clearance by the US Department of Justice.

Mr. Hargett stated that the redistricting data needed would not be available until April 1, 2011, but staff would have to wait until the group quarters population (Marine barracks) was released. Because 18% of our population lived in group quarters, that information was needed before staff could move forward. This could cause a delay in the 2011 elections process, as it had in the past.

Mr. Hargett reviewed the City's redistricting process followed in 1990 and 2000 and provided options for the Council to consider for 2010. He also presented a potential timeline for approvals, candidate filing and election. Mr. Hargett felt there would be a need to redistrict because of the growth patterns the City had seen since 2000.

Councilman Thomas asked if redistricting was going to be common throughout NC municipalities. Mr. Carter stated that most of the southern states were covered by the Voting Rights Act, so all counties affected would need to file with the US Justice Department. This was why there could be a backlog at the Justice Department, and it was important to have complete information when submitting for final approval.

Mayor Pro-Tem Lazzara asked if direction was needed from Council. Mr. Woodruff stated general direction was needed and asked if Council was comfortable with Mr. Hargett and Mr. Carter leading the staff effort relative to redistricting. Council would also have to determine what committee process would be used and who would make it up.

Mayor Pro-Tem Lazzara stated he had no issues with Mr. Hargett and Mr. Carter heading the program and Council could appoint members to the committee. Mayor Phillips asked Mr. Hargett to provide a list of suggested committee members for Council to review. Council Member Coleman asked how large the committee should be and Mr. Hargett stated it should be a small committee of no more than 5 persons.

Council indicated their approval and asked that a list of suggested committee members be provided at a future meeting.

LEGISLATIVE AGENDA

Mr. Woodruff stated he had planned on presenting Council items to consider for the legislative agenda for the upcoming joint session with the legislative delegation, the County Commission and the City Council; however, because of time constraints, the items would be forwarded electronically to Council. They could decide what items should be placed on the agenda or if any additional items should be added, let him know.

FREEDOM FOUNTAIN PROJECT

Mr. Woodruff stated that he had hoped to review again with Council the computer graphics on the Freedom Fountain concepts; however, because of time constraints, he provided Council with the schedule staff planned to follow for public input. Staff would be showing the concept plans to the Civic Affairs Committee, the Beautification & Appearance Commission and the Planning Board. From a public standpoint, information would be provided on G10 and an online survey for public input would be provided on the website. The goal was to have the fountain built by September 11, 2011.

Council indicated their approval for staff's public input plan.

ADJOURNMENT

A motion was made by Mayor Pro-Tem Lazzara, seconded by Councilman Thomas, and unanimously adopted to adjourn the meeting at 6:53 PM.

COUNCIL MINUTES

REGULAR MEETING

January 4, 2011

A Regular Meeting of the City Council of the City of Jacksonville was held Tuesday, January 4, 2011 beginning at 7:00 PM in the Council Chambers of City Hall. Present were: Mayor Sammy Phillips, presiding; Mayor Pro-Tem Lazzara and Council Members: Jerry Bittner, Fannie K. Coleman, Randy Thomas, and Bob Warden. Councilman Jerome Willingham was unable to attend. Also present were: Richard Woodruff, City Manager; Ronald Massey, Assistant City Manager, Glenn Hargett, Communications and Community Affairs Director; Mike Yaniero, Police Chief; Rick McIntyre, Fire Chief; Tim Chesnutt, Recreation and Parks Director; Grant Sparks, Public Services Director; Reggie Goodson, Planning and Development Services Director; Carmen Miracle, City Clerk; and John Carter, City Attorney. *An audio recording of the Council Meeting is presently available for review in the City Clerk's Office.

CALL TO ORDER

Mayor Sammy Phillips called the meeting to order at 7:00 PM.

PLEDGE OF ALLEGIANCE

Mayor Phillips recognized Boy Scout Troop 597 from Northwoods and Scout Master Carl Earlandson who were in attendance to work on their Citizenship in the Community badge. The Scouts led the Pledge of Allegiance.

INVOCATION

Mr. John Carter pronounced the invocation.

ADOPTION OF AGENDA AND CONSENT ITEMS

A motion was made by Mayor Pro-Tem Lazzara, seconded by Councilman Thomas, and unanimously approved to adopt the agenda as presented.

ADOPTION OF MINUTES

A motion was made by Councilman Thomas, seconded by Council Member Coleman, and unanimously adopted to approve the minutes of the Regular Workshop held November 30, 2010 as presented, a Special Workshop Meeting held December 7, 2010 as presented and the minutes of the Regular Meeting held December 7, 2010 as presented.

PRESENTATIONS

REPORT TO COUNCIL – JACKSONVILLE BEAUTIFICATION AND APPEARANCE COMMISSION

Mr. Alfred Keyes, Chairperson of the Jacksonville Beautification and Appearance Commission, provided a brief report on the annual activities, accomplishments and goals of the Commission. Councilman Robert Warden is the Council Liaison to the Commission.

Mayor Pro-Tem Lazzara thanked the Commission for all that they've done and asked who was responsible for the maintenance of the Bradford Pear trees along Lejeune Blvd. Mr. Keyes stated that the City has taken on the responsibility of maintaining those trees.

Mr. Woodruff thanked the Commission for the breakfast they sponsor for the Parks and Recreation and Sanitation staffs by donating their own time and money. He also thanked them for their enthusiasm and commitment towards Clean and Green Jacksonville.

Mayor Phillips thanked the Commission for the excellent City Christmas tree lighting ceremony.

PUBLIC HEARINGS

ZONING TEXT AMENDMENT – FLIGHT PATH OVERLAY DISTRICT

Ms. Abigail Barman, Planner, stated that to ensure compatibility between future development and air operations associated with Marine Corps Base Camp Lejeune and Marine Corps Air Station New River, the Base had requested that the City of Jacksonville adopt a Flight Path Overlay District (FPOD). If approved, the overlay district would be added to the Zoning Ordinance and would identify specific restrictions on heights, uses and certain activities within this district. The FPOD was necessary to ensure safe aircraft operations while protecting the public's health, safety and welfare along these routes. If adopted, a subsequent map amendment (rezoning) would be brought forward for consideration and approval. Enforcement of this FPOD would not occur until an actual overlay district map amendment was adopted at subsequent meetings/hearings.

Ms. Barman stated that there was one typo correction to the Ordinance. On page 31 of the agenda it stated 50,000 square feet, but should read 500,000 square feet.

Following discussion, Mayor Pro-Tem Lazzara stated that as he understood it, Council was only being asked to adopt the text amendment at this time. Prior to adoption there should be

maps to review, but any project should come before Council as a Special Use Permit. Ms.

Barman stated that was correct.

Mr. Woodruff stated that for those watching G10, Public Hearing notices were sent out to about 1,400 property owners in the affected area. He wanted them to be aware that the flight path overlay district had no affect on them if they were an existing single or multi-family unit as they fell under the 100 foot limit and did not create odor, dust or hazardous materials. The property owners were welcome to come to the Public Hearing, but he didn't want them to think something significant was changing.

Mayor Phillips recessed the regular meeting at 7:23 PM in order to convene the Public Hearing.

With no one desiring to speak, Mayor Phillips recessed the Public Hearing at 7:24 PM and reconvened the regular meeting.

A motion was made by Mayor Pro-Tem Lazzara, seconded by Councilman Bittner, and unanimously adopted to approve the Zoning Text Amendment found in Attachment A as presented.

Ordinance 2011-01, Bk.10, Pg. 276

CONDITIONAL USE PERMIT AND SITE PLAN – KAREN J. ARMSTRONG
DENTAL OFFICE – 3160 HENDERSON DRIVE

Mayor Phillips recessed the regular meeting at 7:25 PM in order to convene the Public Hearing.

Mayor Phillips swore in Mr. Jeremy Smith, Senior Planner. Mr. Smith stated that John L. Pierce and Associates had submitted an application for a Conditional Use Permit and Site Plan for an existing 2,630 square foot office and proposed expansion. The proposed Site Plan showed a 1,755 square foot expansion that if approved, would make the total building square footage on this site 4,386. The property was zoned Conditional Use-Business-1 (CU-B-1) thus the reason a Conditional Use Permit was required.

With no one desiring to speak, Mayor Phillips closed the Public Hearing at 7:26 PM and reconvened the regular meeting.

A motion was made by Councilman Warden, seconded by Councilman Thomas, and unanimously adopted to approve the Conditional/Special Use Permit and Site Plan based on findings of fact A through G being found in the affirmative and the two Site Plan conditions:

- 1) Identify the required 8 foot street lawn on the applicant's property and behind the existing sidewalk;
- 2) Identify how the required landscaping areas would be protected.

CONDITIONAL USE PERMIT AND SITE PLAN – KELLER WILLIAMS REALTY –
3840 HENDERSON DRIVE

Mayor Phillips recessed the regular meeting at 7:27 PM in order to convene the Public Hearing.

Mayor Phillips swore in Mr. Smith. Mr. Smith stated that John L. Pierce and Associates had submitted an application for a Conditional Use Permit and Site Plan for an existing 4,169 square foot office and proposed expansion. The proposed Site Plan showed a 4,674 square foot expansion that if approved, would make the total building square footage on this site 8,843. The property was zoned Conditional Use-Business-1 (CU-B-1) thus the reason a Conditional Use Permit was required.

Mayor Phillips asked about the stormwater retention for this expansion. Mr. Smith stated that it was not required at this site.

With no one desiring to speak, Mayor Phillips closed the Public Hearing at 7:29 PM and reconvened the regular meeting.

A motion was made by Mayor Pro-Tem Lazzara and seconded by Councilman Thomas to approve the Conditional/Special Use Permit and Site Plan based on findings of fact A through G being found in the affirmative and the one Site Plan condition:

- 1) Add accessible way to the public right of way from the existing handicap space.

Mr. Woodruff stated that Council was going to be asked in a workshop session to consider whether they wanted to utilize this process or consider an alternative process because this process resulted in a substantial cost and delay to the owners making the expansions. They were existing businesses that were good neighbors and the process delayed construction more than 90 days. Even though it would be included in the UDO, it may be some time before the UDO was ready. Councilman Warden asked if this would be compatible to what was discussed in the UDO so far and Mr. Woodruff indicated that it was.

A vote was taken on the motion and was unanimously approved.

SPECIAL USE PERMIT, SITE PLAN AND SEWER ALLOCATION REQUEST –
MAINSTAY SUITES (HOTEL) AND RESTAURANT – 2201 N. MARINE BLVD

Mayor Phillips recessed the regular meeting at 7:31 PM in order to convene the Public Hearing.

Mayor Phillips swore in Mr. Smith. Mr. Smith stated that Wilson and Lysiak, Inc., had submitted a Special Use Permit and Site Plan application for a proposed hotel and restaurant. If approved, a 50,560 square foot, 97 room hotel and 5,089 square foot restaurant would be permitted on 3.21 acres at 2201 N. Marine Blvd. The property was zoned Business-1 (B-1) and within this district hotels and restaurants were a permitted use; however, the combined square footage was over 25,000; therefore, a Special Use Permit was required.

Councilman Warden questioned stormwater on the site. Mr. Smith stated that a stormwater pond was required, but it was an offsite pond. There was an on-site sand filtering system underground. Mr. Woodruff stated he would like Council to add one additional condition: the standards for stormwater ponds that were not yet adopted would apply to this property if any additional on-site stormwater ponds were to be built.

Mayor Pro-Tem Lazzara questioned the buffering of the site in the back next to the Carebridge Assisted Living. Discussion followed.

Mayor Phillips swore in Ryan King, Planning Administrator. Mr. King pointed out that there were two fences shown on the plan. The legend didn't indicate an opaque fence, but if it was Council's desire to have a 6 foot opaque fence, it would be required. The two fences on the site plan were questioned and Mr. King felt that one fence may be the adjoiner's fence. Council indicated that only one fence was needed, but it had to be an opaque fence.

With no one desiring to speak, Mayor Phillips closed the Public Hearing at 7:42 PM and reconvened the regular meeting.

A motion was made by Mayor Pro-Tem Lazzara, seconded by Councilman Thomas, and unanimously adopted to approve the Special Use Permit and Site Plan with two Special Use Permit conditions, two Site Plan conditions, and the two additional Site Plan conditions imposed by Council, based on findings of fact A through G being found in the affirmative and to approve the sewer allocation of 16,975 gpd:

Special Use Permit Conditions

- 1) Construct and execute all recommended improvements as noted in the final TIA;
- 2) Submit a recombination plat for review and approval.

Site Plan Conditions

- 1) Correct minor issues with Site Plan and site data block related to accessible parking, sidewalk and parking;
- 2) Show all improvements recommended by final TIA;

Council Imposed Additional Site Plan Conditions

- 3) Stormwater pond standards that were currently being reviewed by Council would apply to this property if any stormwater ponds were built;
- 4) An opaque fence must be located at the rear of the site if one was not already installed.

PUBLIC COMMENT

There was no one present desiring to speak at this public comment section.

NEW BUSINESS

CONSENT ITEMS

VOLUNTARY ANNEXATION PETITION – DELTA INVESTORS – WESTERN
BLVD. – 10.88-ACRE TRACT

At the December 7, 2010 meeting, Council adopted a Resolution directing staff to investigate the sufficiency of a voluntary annexation petition received from Parker and Associates on behalf of S. Douglas Padgett, Jr. This was a 10.88-acre tract that was contiguous to the current City limit boundaries. The site was located along Western Blvd. across from Commons Drive North. This annexation included the right-of-way portion of property dedicated to NCDOT for future Western Parkway. A letter submitted with the petition indicated possible future development of the site as a commercial subdivision, which included a 110 room hotel and 3 possible restaurants. However, no firm development plans have been submitted to the City at this time. The City Clerk had conducted the required investigation and found as a fact that said petition was signed by all owners of real property lying in the area. As provided in North Carolina General Statute 160A-31, a Resolution had been prepared scheduling a Public Hearing on this annexation for the January 18, 2011 Meeting.

Council adopted the Resolution as presented.

Resolution 2011-01, Bk. 6, Pg. 374

REQUEST FOR EXTENSION OF SEWER ALLOCATION – THE LEGACY AT
CAROLINA FOREST

Blue Ridge Companies submitted a request for an additional twelve month extension for 68,400 gallons per day of sewer allocation granted to The Legacy at Carolina Forest. According to the applicant, the company had experienced several challenges in securing capital to proceed

with the project as a result of the recent economic downturn. Staff reviewed the extension request and determined that it complied with the adopted Sewer Allocation Policy.

Council approved the twelve month extension of sewer allocation for The Legacy at Carolina Forest.

REQUEST FOR SEWER FLOW ALLOCATION – GLENSTAL APARTMENTS

East Carolina Community Development, Inc. submitted a request for sewer allocation to serve a 56-unit apartment complex approved for the corner of Western Boulevard and Arlington Meadows Drive. This request was for sewer allocation totaling 13,440 gpd to serve this project. Staff reviewed this request and determined that it complied with the adopted Sewer Flow Allocation Policy.

Council approved the Sewer Flow Allocation request.

DEPARTMENT OF TRANSPORTATION MOWING AGREEMENT

The Recreation and Parks Department had been mowing Western Boulevard Extension from Highway 17 to Gateway North since July 2010. Staff requested Council to approve the Mowing Agreement with North Carolina Department of Transportation (NCDOT) which would allow the City to receive reimbursement for the mowing of Western Boulevard Extension and to amend the Recreation and Parks Department budget to appropriate the funds received from NCDOT.

Council authorized the City Manager or his representative to sign the NCDOT Mowing Agreement and approved the budget amendment.

Ordinance 2011-02, Bk. 10, Pg. 282

TAX RELEASES, REFUNDS AND WRITE-OFFS

The County/City Tax Collector and City's Finance Director recommended releases, refunds, and write-offs of property taxes respectively \$71,145.41, \$2,416.37 and \$94.65 (\$73,656.43). The detail list of these tax releases and refunds was available in the Finance Office for review.

Council approved the tax releases, refunds and write-offs.

PURCHASE OF STREET SWEEPER

The City currently had three street sweepers with a goal of obtaining a fourth sweeper. Two of the three were accumulating years of service (nine and eight years old respectively). Both had experienced major maintenance problems and were constantly in and out of the City's

maintenance shop. The Streets Division was seeking the purchase of a new Regenerative Air Street Sweeper which would increase the total in the fleet to four. Street sweepers were critical pieces of equipment which were necessary to accomplish the Street Division's mission. With the high demand on them and the need for maximum availability, it was necessary to increase the number in the fleet. The street sweepers supported the City's Goal #6 of providing improved service to our residents and at the same time improving the water quality of stormwater leaving City streets by reducing the sedimentation that enters the waterways.

Council approved the immediate purchase of a new sweeper and the proposed budget amendment.

Ordinance 2011-03, Bk. 10, Pg. 283

JACKSONVILLE-ONslow VOLUNTEER CENTER TRANSFER

Due to the retirement of Sandra Wyrick as the Executive Director of Onslow Community Outreach (formerly Onslow Community Ministries), the organization had elected to discontinue the operation of the Jacksonville-Onslow Volunteer Center, and had initiated talks with United Way of Onslow County to continue the work of the Center. The City had created the Center in 1999 and asked the County to join in the project. Recently, Council had authorized \$5,000 for Onslow Community Outreach as support for FY11 to operate this project. Staff had confidence that the United Way of Onslow County would operate the Center effectively. The City had been made aware of plans to expand the Volunteer Center offerings and to engage in a marketing campaign. Authorization was sought to transfer the funds approved for Onslow Community Outreach for the operation of the Jacksonville-Onslow Volunteer Center to United Way of Onslow County.

Council approved the United Way as the recipient of funds to support the Jacksonville-Onslow Volunteer Center.

RECREATION AND PARKS – FEE SCHEDULE AMENDMENT

On June 22, 2010, City Council approved the FY11 budget which included a fee schedule listing the Recreation and Park's Department's proposed fees for its programs and facilities. Page three (3) of the Recreation and Parks Department's fee schedule was inadvertently not included in the proposed schedule adopted by Council. As such, staff presented page three (3) of the fee schedule for adoption and inclusion with the adopted FY11 fee schedule.

Council approved the Fee Schedule Amendment.

NON-CONSENT ITEMS

APPOINTMENT OF CITY REPRESENTATIVE TO THE ONSLOW WATER AND
SEWER AUTHORITY

There were two positions reserved on the Onslow Water and Sewer Authority (ONWASA) Board of Directors for members of the Jacksonville City Council. The ONWASA bylaws provided for appointments for three year staggered terms and any member may be re-appointed for subsequent terms. On October 21, 2008, Council adopted Ordinance 2008-45 which governed the City's ONWASA appointment process. Ordinance 2008-45 provided for Council appointments to the ONWASA Board of Directors to be re-appointed annually by the City Council at the second regular Council meeting in July. At such time, an appointee may be re-appointed or replaced by Council. On July 20, 2010, Councilman Jerome Willingham was re-appointed by Council to an existing three year term expiring on July 31, 2012. Councilman Willingham announced his resignation from his appointed position on December 16, 2010. On December 17, 2010, Mayor Phillips advised Council of the resignation and asked that any member who was interested in this appointment please contact the City Clerk's Office. Mayor Pro-Tem Lazzara responded to express his interest in the appointment.

Councilman Bittner nominated Mayor Pro-Tem Lazzara for appointment to an existing three year term expiring July 31, 2012.

A motion was made by Councilman Thomas, seconded by Council Member Coleman, and unanimously adopted to close nominations and to appoint Mayor Pro-Tem Lazzara by acclamation.

PUBLIC COMMENT

There was no one present desiring to speak during this public comment section.

REPORTS

ETJ EXPANSION

Councilman Thomas reported that he had attended an Onslow County Commissioner Workshop about the City extending the ETJ to a section of Piney Green Road, but did not believe that this was still a concern.

CLARIFICATION ON MOWING AGREEMENT

Councilman Bittner requested clarification on the date in Item #8 – Department of Transportation Mowing Agreement. He asked if the date of December 31, 2010 was a typo or

were they just catching up on this agreement. Mr. Woodruff stated that this was an agreement that was being caught up.

AREA ROADWAY IMPROVEMENT PROJECTS MAPS

Mayor Pro-Tem Lazzara handed out maps of the Area Roadway Improvement Projects that were coming up in the next couple of years. He briefly reviewed them for the public viewing the meeting on G10.

GOAL SETTING SESSION

Mayor Phillips stated that he would like a goal setting session scheduled. Mr. Woodruff stated that he would schedule the session for the end of January or early February.

ECONOMIC DEVELOPMENT COMMISSION (EDC) WELCOME BREAKFAST

Mr. Woodruff reported that Council was invited to the EDC Welcome Breakfast on Thursday, January 6, 2011 at 7:30 AM at the Chamber of Commerce. House Speaker Thom Tillis would be the guest speaker at this meeting.

SWEARING IN CEREMONY

Mr. Woodruff reported that Council and the public were invited to attend the swearing in ceremony for Representative Phil Sheppard on Thursday, January 6, 2011 at 6:00 PM at the Onslow County Courthouse. The Oath would be given by House Speaker Thom Tillis.

CITY HALL CLOSING

Mr. Woodruff reported that City offices would be closed on Monday, January 17, 2011 in observance of Martin Luther King's birthday.

JOINT LEGISLATIVE SESSION

Mr. Woodruff reported that a joint meeting was scheduled with the Legislative Delegation, Onslow County Board of Commissioners and the Jacksonville City Council on Tuesday, January 18, 2011 at 4:00 PM in Council Chambers. He also reported that at this time representatives from N.C. State would be present. N.C. State won a national competition for Community Involvement that was based on the Jacksonville Sturgeon City model. As a result of the win, they would present a check of approximately \$25,000 to Sturgeon City representatives.

FIVE YEAR CAPITAL IMPROVEMENT PLAN (CIP)

Staff was in the process of finishing the 5 year CIP. The draft should be delivered to Council by the end of January for their review. Workshops to modify the CIP would be set up as Council moved through the budget process.

MR. JOHNNY STILTNER AND THE STREETS DIVISION

Mr. Woodruff reported that Mr. Stiltner informed him that with the approval of the purchase of the street sweeper during this meeting, the City would be able to begin to sweep all major streets that were currently under NCDOT. Over the next 30 days, the City would have cleaned every major street that NDOT had normally been responsible for, but due to limited funds, had been unable to clean to the City's current standards.

CLARIFICATION

Mr. Carter reported that Mr. King had investigated the fencing at the back of the proposed hotel site that was discussed earlier and the second fence on the site plan was an existing 6 foot fence.

WITHDRAWAL OF SPECIAL USE PERMIT REQUEST

Mr. Carter reported that the previous Special Use Permit request for a telecommunications tower on Adobe Lane, which had been postponed for discussions between the land owners and the base and was originally rescheduled for tonight's Council meeting, had been withdrawn by the developer.

ADJOURNMENT

A motion was made by Councilman Thomas, seconded by Mayor Pro-Tem Lazzara, and unanimously adopted to adjourn the meeting at 7:54 PM.



City Council Presentation

Presentation Item: A Date: 1/18/2011

Subject: Award Recognition – City of Jacksonville – NNO National Award Winner

Department: Police

Prepared by: Michael Yaniero, Chief of Police

Presentation Description

The National Association of Town Watch (NATW) has selected the City of Jacksonville as a National Award winner for 2010 National Night Out, held on August 3, 2010. The City was selected for outstanding participation in the NATW's "27th Annual National Night Out" crime, drug and violence prevention program.

This is the third consecutive year that our NNO is an award-winner.

Action

Present NATW Award plaque to Chief Yaniero

Attachments:

None



Presentation Information

Presentation Item:	A
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The National Association of Town Watch, sponsors of “National Night Out”, America’s Night Out Against Crime, awards communities for outstanding participation and achievements in their annual NNO campaign.

The National Association of Town Watch (NATW) has selected the City of Jacksonville as a National Award winner for 2010 National Night Out, held on August 3, 2010. This is the third consecutive National NNO Award for Jacksonville.

This year’s NNO, held at the Riverwalk Park in the downtown area, hosted over 10,000 people and was a resounding success.

Police Chief Mike Yaniero will be present to accept the award.



Request for City Council Action

Agenda Item:	1
Date:	1/18/2011

Subject: Public Hearing - Voluntary Annexation Petition – Delta Investors - Western Blvd. - 10.88 – Acre Tract

Department: City Manager's Office

Presented by: Ron Massey, Assistant City Manager

Presentation: Yes

Issue Statement

This voluntary annexation petition was received from Parker and Associates on behalf of S. Douglas Padgett, Jr. This is a 10.88-acre tract that is contiguous to the current City limit boundaries. The site is located along Western Blvd across from Commons Drive North. This annexation includes the right-of-way portion of property dedicated to NCDOT for future Western Parkway.

A letter submitted with the petition indicates possible future development of the site as a commercial subdivision, including a 110 room hotel and 3 possible restaurants. However, no firm development plans have been submitted to the City at this time.

Financial Impact

The current development plans are speculative at this point; therefore, a detailed analysis of costs and revenues could not be prepared with any degree of accuracy. The annual property tax revenue for this tract is estimated to be \$12,105. (\$0.53.8 per \$100 valuation times property value of \$2,250,090. equals \$12,105.)

Action Needed

Conduct Public Hearing

Consider Annexation Ordinance

Recommendation

Staff recommends that Council move to adopt the Annexation Ordinance as presented.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

- A Developer Letter
- B Proposed Ordinance
- C Location Map



Staff Report

Voluntary Annexation Petition – Delta Investors

Introduction

The area proposed for annexation is located within the City's Extra Territorial Jurisdiction (ETJ) and is contiguous to the current City limits. The site is located along Western Blvd across from Commons Drive North.

The site is proposed as a future site for commercial development, which according to the developer may include a 110 room hotel and 3 possible restaurants. However, no firm development plans have been submitted to the City at this time.

Procedural History

- December 7, 2010 – Council approved a Resolution directing the City Clerk to investigate the sufficiency of the voluntary annexation petition.
- January 4, 2011 – Council approved a Resolution scheduling a Public Hearing.
- January 18, 2011 – Conduct a Public Hearing and consider Annexation Ordinance.
- January 31, 2011 – Proposed Effective Date of Annexation Ordinance.

Stakeholders

- S. Douglas Padgett, Jr. - Property owner/petitioner
- Parker & Associates – Surveyors/Developers
- Citizens of Jacksonville

Staff has not been presented with any negative information related to the annexation and is unaware of any opponents to the petition at this time.

Financial Analysis:

The annexation area does not require significant infrastructure investment on the City's behalf. However, the current development plans are speculative at this point; therefore, a detailed analysis of costs and revenues could not be prepared with any degree of accuracy.

The annual property tax revenue for this tract is estimated to be \$12,105. (\$0.53.8 per \$100 valuation times property value of \$2,250,090. equals \$12,105.)

Options

Adopt the Annexation Ordinance: **RECOMMENDED.**

- The site is contiguous to the current corporate limits and is proposed for future development;

Deny the Annexation Ordinance:

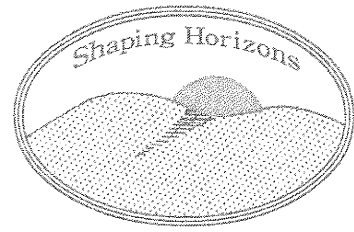
- This action would conflict with past actions associated with annexation of contiguous property proposed for development.

Defer Consideration of the Annexation Petition:

- Should Council desire additional information related to this voluntary annexation request, defer the request and provide direction to staff on the specific information Council would like to receive.

PARKER & ASSOCIATES, INC.
Consulting Engineers - Land Surveyors - Land Planners

306 New Bridge Street + P.O. Box 976
Jacksonville, NC 28541-0976
(910) 455-2414 + Fax: (910) 455-3441
Firm License Number F-0108



Proposed Annexation
Tract 1 Delta Investors Inc.
Parcel 345-9.18
Western Boulevard

Owner:
S. Douglas Padgett, Jr.
P.O. Box 309
Jacksonville, NC 28540

Acreage: 10.88 Ac
Land Value: \$2,250,090.00

Without knowing exactly what business is planned for each lot, it would be difficult to supply a financial data sheet.

The possible development of this tract is for a 5 lot commercial subdivision. One (1) lot being a storm water pond, one (1) lot being a 110 room hotel, and three (3) lots possibly being restaurants. All lots would be served by a private drive.

Each lot will have a water & sewer service line that connects to the existing lines along Western Boulevard.



Lori B. Morris, Staff Planner

Attachment

A

EMAIL ADDRESS: TEXT MESSAGES TO: paitech@bizec.rr.com MAPS AND PLANS TO: paidraft@bizec.rr.com

+ ENVIRONMENTAL ENGINEERING + STORMWATER, WATER AND WASTEWATER SYSTEMS
+ FEASIBILITY AND DEVELOPMENT CONSULTING + GLOBAL POSITIONING SURVEYS + SUBDIVISION AND CONSTRUCTION PLANS

ORDINANCE (2011-)

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF
THE CITY OF JACKSONVILLE, NORTH CAROLINA**

DELTA INVESTORS - WESTERN BLVD 10.88 – ACRE TRACT

WHEREAS, the City Council has been petitioned under G. S. 160A-31, as amended, to annex the area described herein; and

WHEREAS, the City Council has by resolution directed the City Clerk to investigate the sufficiency of said petition; and

WHEREAS, the City Clerk has certified the sufficiency of said petition and a public hearing on the question of the annexation was held at the Jacksonville City Hall at 7 o'clock, P.M. on the 18th day of January 2011, after due notice of publication on the 8th day of January, 2011, and

WHEREAS, the City Council does hereby find as a fact that said petition meets the requirements of G. S. 160A-31, as amended;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Jacksonville, North Carolina that:

Section 1. By virtue of the authority granted by G.S. 160A-31, as amended, the following described territory is hereby annexed and made a part of the City of Jacksonville effective January 31, 2011:

Douglas Padgett
Tract on Western Boulevard Extension
Jacksonville Township, Onslow County, NC

A certain tract of land on the South side of Western Boulevard Extension, NCSR 1470, 200 foot Right-of-Way, near the intersection with Gateway North and being more particularly described as follows:

Beginning at a point on the Southern Right-of-Way Line of Western Boulevard, said point being the Northeast corner of the Douglas Padgett property as recorded in Deed Book 1401, Page 263 and as shown as Tract 1 as recorded in Map Book 35, Page 117; **THENCE** from said point of beginning and leaving said Right-of-Way Line, South 51 degrees 01 minutes 55 seconds West, 700.0 feet to a point; thence North 38 degrees 58 minutes 05 seconds West, 635.0 feet to a point; thence North 51 degrees 01 minutes 55 seconds East, 100.0 feet to a point; thence along the arc of a curve having a radius of 761.74 feet and curving to the left, 209.75 feet (chord North 43 degrees 08 minutes 37 seconds East, 209.09 feet) to a point; thence North 35 degrees 15 minutes 19 seconds East, 111.74 feet to a point; thence along the arc of a curve having a radius of 681.74 feet and curving to the right, 187.72 feet (chord North 43 degrees 08 minutes 37 seconds East, 187.13 feet) to a point; thence North 51 degrees 01 minutes 55 seconds East, 100.0 feet to a point on the Southern Right-of-Way Line of Western Boulevard; thence with said Right-of-Way Line, South 38 degrees 58 minutes 05 seconds East, 719.76 feet to the point and place of beginning.

Attachment

B

The described tract contains 10.88 acres, more or less, and being that property as recorded in Deed Book 1401, Page 263 and shown as Tract 1 as recorded in Map Book 35, Page 117. All courses are referenced to North per Map Book 35, Page 117. This description being prepared by Parker & Associates, Inc. from recorded information and is for annexation purposes only.

Section 2. Upon and after the 31st day of January 2011, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Jacksonville and shall be entitled to the same privileges and benefits as other parts of the City of Jacksonville. Said territory shall be subject to municipal taxes according to G. S. 160A-58.10.

Section 3. The Mayor of the City of Jacksonville shall cause to be recorded in the Office of the Register of Deeds of Onslow County, and in the Office of the Secretary of State, Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 hereof, together with a duly certified copy of this Ordinance.

Adopted by the City Council of the City of Jacksonville in regular session this 18th day of January 2011.

Sammy Phillips, Mayor

ATTEST:

Carmen K. Miracle, City Clerk

TRACT 1, DELTA INVESTORS
Proposed Annexation Site

Legend

- PROPOSED ANNEXATION SITE
- City Limits
- Extra Territorial Jurisdiction



27

Proposed
Annexation Site

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Olive
Garden

Vacant

Attachment





Request for City Council Action

**Consent
Agenda
Item:**

2

Date: 1/18/2011

Subject: FY11 Second Quarter General Budget Amendment

Department: Finance

Presented by: Adah M. Roberts, Finance Director

Presentation: No

Issue Statement

During the second quarter of FY11 several departments submitted budget amendment requests. The details of the adjustments are shown in the staff report.

Financial Impact

This budget amendment decreases appropriated fund balance in the FY11 General Fund Budget by \$149,374.

Action Needed

Consider the Budget Amendment.

Recommendation

Staff recommends that Council move to approve the Budget Amendment.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

A Budget Amendment



Staff Report

**Consent
Agenda
Item:**

2

FY11 Second Quarter General Budget Amendment

Introduction

Onslow County Contribution-MPO:

The Jacksonville MPO is a federally-mandated regional transportation planning organization that has been in existence since the late 1980s. Our funding is allocated through several transportation planning grants enabled by federal surface transportation legislation. The primary funding source for the Jacksonville MPO is the Section 104(f) transportation planning grant. This grant is used to cover 80% of the total operating costs of the MPO, with the remaining 20% being the responsibility of local governments contained within the MPO planning area. To this point, the entire 20% match has been provided by the City of Jacksonville; however, with the recent expansion of the MPO planning area into Sneads Ferry, Onslow County is providing \$15,600 to help supplement operating costs of the MPO this year. The total dollar amount was determined based on the population of unincorporated Onslow County located within the MPO planning area. With the contribution from Onslow County, MPO Staff is planning to leverage an additional \$64,200 from the Section 104(f) grant program to complete a much needed land use and transportation plan for the section of NC24 between Bell Fork Road and Piney Green Road. This amendment proposes to appropriate the \$15,600 received from Onslow County and the anticipated \$62,400 in Section 104(f) grant funds.

Employee Assistance Program Grant:

The City is the recipient of a \$3,000 Employee Assistance Program grant from the NC League of Municipalities. The appropriation of this grant allows for stress management courses for critical responders, city-wide stress training opportunities and membership dues for the American Institute of Stress. The Human Resources Department will oversee these efforts.

Transportation Impact Analysis Revenue:

This amendment seeks to appropriate \$65,000 in anticipated transportation impact analysis revenue for transportation studies. In 1999, the Jacksonville City Council adopted an ordinance requiring the completion of a Transportation Impact Analysis (TIA) for developments that exceed 100 or more morning or afternoon peak hour vehicle trips. The purpose of a TIA is to assess and quantify the impact of the proposed development, zoning change, change of use or special use approval on the

transportation system. A TIA will (1) identify existing problems with the transportation system, (2) identify potential impacts that the proposed developments or zoning changes will have on the transportation network, (3) delineate solutions and recommend mitigation strategies for the identified problems, and (4) present improvements to be incorporated into the development approval for specific projects. Since July 1, the city has processed 13 TIAs and more are expected to occur prior to the end of the fiscal year.

Powell Bill Street Aid Revenue:

The City receives Powell Bill Street Aid revenue from the state on an annual basis for street and sidewalk construction and maintenance purposes. The distribution is determined on a per mile and per capita basis. Actual revenue was \$31,432 more than was anticipated in the FY11 budget. The appropriation of these funds to the Street Improvements capital project allows for additional street and sidewalk improvements.

Onslow County Contribution to Fire Department:

Onslow County is donating \$10,000 to the Fire Department for the Hazardous Material Team equipment and supplies replacement. This amendment appropriates these funds.

Appropriate Miscellaneous Revenue for Youth Council's Harmony Grant:

Miscellaneous revenues totaling \$5,000 have been received in support of the Youth Council's Harmony grant. These funds will provide support for administrative expenses related to functions of the grant.

An additional \$250 donation was received to support supply purchases.

River of Life Church Donation:

The River of Life Church is donating \$8,000 to the Police Department for the purchase of various items to include bullet shields and strobe light safety jackets for school crossing guards. This amendment appropriates these funds.

Reduce Capital Equipment Funding for Police Department:

The FY11 adopted Police Department budget includes five police cars and equipment for officers which were expected to be funded by the Federal COPS grant. The grant only provided funding for six of the eleven officer positions requested, therefore, the five police cars and equipment totaling \$201,374 are no longer necessary. This reduction in funding decreases the amount of appropriated General Fund balance needed in the FY11 Budget by \$201,374.

COPS Grant Reduction:

Staff requested COPS grant funding for eleven positions; however, funding was approved for six positions. This amendment adjusts the COPS grant project to accurately reflect the funded positions.

Bureau of Justice Assistance Grant:

The City has been awarded a \$17,588 Bureau of Justice Assistance Grant for body armor for the Police Department. This amendment seeks to appropriate this grant revenue.

Radio System Upgrade Project Accounting Adjustment:

On November 16, 2010 Council approved appropriation of \$127,000 in Onslow County contributions for project consulting expenses. This amendment seeks to make accounting adjustments, which have no financial impact on the project.

Re-Clean and Green Campaign and Landscaping of Gateways:

This amendment seeks to allocate \$52,000 from contingency in support of the Clean and Green Campaign. The Parks Division will use a portion of the funds to re-landscape the gateways throughout the City.

Move vacant Planner position and funds to Parks for a Maintenance Worker II:

This amendment moves the position and funding for a Planner position from Development Services Department to the Parks Division to Fund a Maintenance Worker II and allow for hiring of additional temporary employees in support of the Clean and Green Initiative.

Richard L Ray All American Park-Garden Donation:

A donation of \$10,000 was made by the Ray family for the Richard L Ray All American Park. These funds are to be used for improvements to the Richard Ray Park.

Reduction of Land Application Expansion Project:

This amendment reduces the Land Application Expansion Project (SF0504 by \$1,818,813 to reflect the actual bids received and the actual borrowings in support of the project.

Various Revenue Appropriations:

This amendment seeks to appropriate revenue received beyond budget for expenditures in the following projects: 2010 Transportation Project TR1001 (\$40), NC24 Culvert Trail Project GF0201 (\$12,899), Developer Contributions-Sidewalks GF1010 (\$1,615), Capital Reserve Fund (Developer Contributions-Recreation) GF7099 (\$1,087) and C.R.E.A.T.E Project CD0301 (\$400).

Stakeholders

- The Citizens of the City of Jacksonville
- The City of Jacksonville

Options

Option 1: Adopt Budget Ordinance to decrease the use of appropriated fund balance in the FY11 General Fund Budget by \$149,374. **RECOMMENDED**

Pros: Revenues will be appropriated and accurately adjusted, necessary transfers will be made and funds provided for current City initiatives.

Cons: The City will use contingency funds for the re-landscaping of gateways and purchase of a storage building.

Option 2: Deny Budget Ordinance to decrease the use of appropriated fund balance in the General Fund by \$149,374.

Pros: None.

Cons: Projects and initiatives will not have sufficient funding for execution.

ORDINANCE (2011-)

AN ORDINANCE AMENDING THE FISCAL YEAR 2011 BUDGET

BE IT ORDAINED by the City Council of the City of Jacksonville, North Carolina that the following amendment to the Fiscal Year 2011 General Fund, Water/Sewer Fund and project budgets are hereby enacted:

GENERAL FUND

REVENUES	BUDGET	CHANGE	TOTAL
MPO/ONSLow COUNTY REVENUE	-	15,600	15,600
PL104 GRANT	255,492	62,400	317,892
EAP GRANT	-	3,000	3,000
TRANSPORTATION IMPACT ANALYSIS REVENUE	50,000	65,000	115,000
POWELL BILL STREET AID REVENUE	1,718,657	31,432	1,750,089
ONSLow CNTY CONTRIBUTION-FIRE DEPT	-	10,000	10,000
MISCELLANEOUS REVENUE	23,000	5,250	28,250
RIVER OF LIFE CHURCH	-	8,000	8,000
APPROPRIATED FUND BALANCE	2,798,203	(149,374)	2,648,829
TOTAL ADJUSTMENTS		51,308	
TOTAL FUND REVENUES	44,927,300	51,308	44,978,608

EXPENDITURES	BUDGET	CHANGE	TOTAL
COMMUNITY AFFAIRS	322,879	5,250	328,129
HUMAN RESOURCES	511,975	3,000	514,975
PLANNING CURRENT	793,866	(59,157)	734,709
PLANNING TRANSPORTATION	158,433	65,000	223,433
PLANNING PL104	240,905	78,000	318,905
POLICE DEPARTMENT	12,650,581	(193,374)	12,457,207
FIRE DEPARTMENT	6,974,582	10,000	6,984,582
RECREATION DEPARTMENT	4,227,725	111,157	4,338,882
TRANSFER TO CAPITAL PROJECTS-STREETS	523,413	31,432	554,845
TOTAL ADJUSTMENTS		51,308	
TOTAL FUND EXPENDITURES	44,927,300	51,308	44,978,608

To appropriate \$5,250 in miscellaneous revenues received in support of the Youth Council. To appropriate \$15,600 in MPO/Onslow County funds and \$62,400 in PL104 Grant funds for Planning Transportation and MPO functions. To appropriate the \$3,000 EAP deferred revenue grant funds for use by the Human Resources Department. To move an unfilled Planner position from Planning to Parks as a Maintenance Worker II along with the remaining salary savings for temporary employees in Parks in the amount of \$59,157. To appropriate \$65,000 in transportation impact analysis revenue, which is estimated to cover analysis revenue for the remainder of the fiscal year. To appropriate \$31,432 in Powell Bill Street Aid Revenue received beyond budget and transfer funds to GF9103 Street Improvements Project. To appropriate \$10,000 in funds from Onslow County for the Fire Department's Hazardous Material Team equipment and supplies replacement. To appropriate \$8,000 donation from the River of Life Church for the Police Department. To reduce the \$201,374 capital equipment funding (cars, highway use tax, registration and IT equipment) budgeted for five police officers, which are not being funded by the COPS grant (six of the eleven requested positions were approved and funded by the grant). To appropriate \$52,000 in the appropriated fund balance to support the Clean and Green Campaign. These changes in funding reduce appropriated fund balance by \$149,374.

Attachment

A

2010 TRANSPORTATION PROJECT TR1001

REVENUES	BUDGET	CHANGE	TOTAL
MISCELLANEOUS REVENUES	-	40	40
TOTAL ADJUSTMENTS		40	
TOTAL FUND REVENUES	1,716,224	40	1,716,264

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	1,716,224	40	1,716,264
TOTAL ADJUSTMENTS		40	
TOTAL FUND EXPENDITURES	1,716,224	40	1,716,264

To appropriate miscellaneous revenue for project expenditures.

COPS GRANT PD1002

REVENUES	BUDGET	CHANGE	TOTAL
COPS GRANT	1,618,184	(735,538)	882,646
TOTAL ADJUSTMENTS		(735,538)	
TOTAL FUND REVENUES	1,618,184	(735,538)	882,646

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	1,618,184	(735,538)	882,646
TOTAL ADJUSTMENTS		(735,538)	
TOTAL FUND EXPENDITURES	1,618,184	(735,538)	882,646

To reduce PD1002 COPS Grant project from 11 police officers to 6 police officers in accordance with the approved grant funding.

STREET IMPROVEMENTS PROJECT GF9103

REVENUES	BUDGET	CHANGE	TOTAL
TRANSFER FROM GENERAL FUND	6,185,179	31,432	6,216,611
TOTAL ADJUSTMENTS		31,432	
TOTAL FUND REVENUES	18,460,479	31,432	18,491,911

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	18,460,479	31,432	18,491,911
TOTAL ADJUSTMENTS		31,432	
TOTAL FUND EXPENDITURES	18,460,479	31,432	18,491,911

To receive a transfer of \$31,432 from the General Fund of Powell Bill Street Aid revenues, which allows for additional expenditures.

BULLETPROOF VEST GRANT PD0102

REVENUES	BUDGET	CHANGE	TOTAL
BUREAU OF JUSTICE GRANT	95,831	17,588	113,419
TOTAL ADJUSTMENTS		17,588	
TOTAL PROJECT REVENUES	237,887	17,588	255,475

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	237,887	17,588	255,475
TOTAL ADJUSTMENTS		17,588	
TOTAL PROJECT EXPENDITURES	237,887	17,588	255,475

To appropriate \$17,588 in Bureau of Justice Assistance Body Armor grant funds for project expenditures.

800 MHz RADIO SYSTEM UPGRADE PD1101

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	277,000	(66,500)	210,500
TRANSFER TO CAPITAL RESERVE FUND	(66,500)	66,500	-
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	210,500	-	210,500

*To correct PD1101 project budget. Project adjustments were approved by Council on November 16, 2010.
These corrections have no financial impact and are necessary for accounting purposes.*

NC 24 CULVERT TRAIL GF0201

REVENUES	BUDGET	CHANGE	TOTAL
104F TRANSPORTATION GRANT	108,000	12,899	120,899
TOTAL ADJUSTMENTS		12,899	
TOTAL FUND REVENUES	1,115,000	12,899	1,127,899

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	1,115,000	12,899	1,127,899
TOTAL ADJUSTMENTS		12,899	
TOTAL FUND EXPENDITURES	1,115,000	12,899	1,127,899

To appropriate \$12,899 in 104F Transportation grant revenue received beyond budget for project expenditures.

DEVELOPER CONTRIBUTIONS GF1010

REVENUES	BUDGET	CHANGE	TOTAL
DEVELOPER CONTRIBUTIONS-SIDEWALKS	6,438	1,615	8,053
TOTAL ADJUSTMENTS		1,615	
TOTAL PROJECT REVENUES	6,438	1,615	8,053

EXPENDITURES	BUDGET	CHANGE	TOTAL
SIDEWALKS	6,438	1,615	8,053
TOTAL ADJUSTMENTS		1,615	
TOTAL PROJECT EXPENDITURES	6,438	1,615	8,053

To appropriate \$1,615 in sidewalk developer contributions received beyond budget for project expenditures.

CAPITAL RESERVE FUND GF7099

REVENUES	BUDGET	CHANGE	TOTAL
DEVELOPER CONTRIBUTIONS-RECREATION	280,365	1,087	281,452
TOTAL ADJUSTMENTS		1,087	
TOTAL PROJECT REVENUES	28,344,118	1,087	28,345,205

EXPENDITURES	BUDGET	CHANGE	TOTAL
TRANSFER TO CAPITAL PROJECTS 800 MHZ	150,000	(66,500)	83,500
COUNCIL INITIATIVES	524,332	66,500	590,832
RESERVE FOR RECREATION	220,644	1,087	221,731
TOTAL ADJUSTMENTS		1,087	
TOTAL PROJECT EXPENDITURES	28,344,118	1,087	28,345,205

To appropriate \$1,087 in recreation developer contributions received beyond budget for reserve for recreation project expenditures. Also to correct 800MHz Radio system upgrade project, this correction has no financial impact and is necessary for accounting purposes only.

C.R.E.A.T.E. PROJECT CD0301

REVENUES	BUDGET	CHANGE	TOTAL
INVESTMENT EARNINGS	-	400	400
TOTAL ADJUSTMENTS		400	
TOTAL PROJECT REVENUES	782,934	400	783,334

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	782,934	400	783,334
TOTAL ADJUSTMENTS		400	
TOTAL PROJECT EXPENDITURES	782,934	400	783,334

To appropriate \$400 in investment earnings received and anticipated for project expenditures.

RICHARD RAY GARDEN IMPROVEMENTS PROJECT GF1118

REVENUES	BUDGET	CHANGE	TOTAL
DONATION	-	10,000	10,000
TOTAL ADJUSTMENTS		10,000	
TOTAL PROJECT REVENUES	-	10,000	10,000

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	-	10,000	10,000
TOTAL ADJUSTMENTS		10,000	
TOTAL PROJECT EXPENDITURES	-	10,000	10,000

To appropriate \$10,000 of donated funds for project expenditures.

LAND APPLICATION EXPANSION PROJECT SF0504

REVENUES	BUDGET	CHANGE	TOTAL
LEASE PURCHASE REVENUE	5,093,843	(1,818,813)	3,275,030
TOTAL ADJUSTMENTS		(1,818,813)	
TOTAL PROJECT REVENUES	46,159,181	(1,818,813)	44,340,368

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	34,002,596	(1,818,813)	32,183,783
TOTAL ADJUSTMENTS		(1,818,813)	
TOTAL PROJECT EXPENDITURES	46,159,181	(1,818,813)	44,340,368

To decrease the total Land Application Project to reflect bids received that were less than anticipated and to accurately reflect funding sources.

WATER/SEWER FUND

EXPENDITURES	BUDGET	CHANGE	TOTAL
CONTINGENCY	200,000	(70,000)	130,000
WASTEWATER	2,097,288	70,000	2,167,288
TOTAL ADJUSTMENTS		-	
TOTAL PROJECT EXPENDITURES	25,317,257	70,000	25,387,257

To move funds from contingency to the Wastewater division to fund a three day panel discussion regarding the trees and along-term management plan at the Land Application Site.

This ordinance shall be effective upon its adoption.

ADOPTED by the Jacksonville City Council in regular session this 18th day of January 2011.

ATTEST:

Sammy Phillips, Mayor

Carmen K. Miracle, City Clerk



Request for City Council Action

**Consent
Agenda
Item:** **3**
Date: 1/18/2011

Subject: Building Inspection Fee Schedule Amendment
Department: Development Services
Presented by: Danny Bryan, Inspections Administrator
Presentation: No

Issue Statement

An amendment to the City Fee Schedule is proposed that reduces the current Sign Permit Fee. This supports a request to lower the fees where there are multiple signs per address. Billboard signs will not be affected by this change.

Currently, when a single property has multiple signs, the owner is charged a \$90.00 fee for each sign. This proposed fee amendment would charge the owner a \$90.00 fee for up to five signs, \$45.00 fee for signs 6-10 and then \$45.00 fee for each subsequent signs over 10 signs.

Financial Impact

In FY 09-10, Sign permit fees generated revenue totaling \$27,990. It is anticipated that this change of the Sign fee will decrease revenue by approximately 30% to \$19,593.

Action Needed

Consider the request to approve the fee schedule change.

Recommendation

Staff recommends that Council move to approve the amendment to the fee schedule.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

A Proposed Fee Schedule Amendment



Staff Report

**Consent
Agenda
Item: 3**

Sign Fee Schedule Change

Introduction

A change to the City Fee Schedule is proposed that reduces the current Sign Permit Fee. This supports a request to lower the fees where there are multiple signs per address. Billboard signs will not be affected by this change.

Currently, when a single property has multiple signs, the owner is charged a \$90.00 fee for each sign. This proposed fee amendment would charge the owner a \$90.00 fee for up to five signs and \$45.00 fee for additional one to five signs. Currently, the sign fees also have been charged for face replacement on existing signs. Staff is also proposing to eliminate the fee for sign face replacements

Current vs. Proposed Fees

Sign fees		Current Fee	Proposed Fee
Wall & Ground Signs (1-5)		\$90. Ea	\$90 Total for 1-5 signs.
Wall & Ground Signs-Face Repl		\$90. Ea	\$0
Additional Signs (1-5)		\$90. Ea	\$45 Total for 1-5 signs

Procedural History

- Last revised update 07/01/05

Stakeholders

- Business Community
- City of Jacksonville

Options

- **Option 1:** Take no action
 - **Pros:** Increased revenue for City.
 - **Cons:** Number of complaints would remain the same or increase.
- **Option 2:** Approve fee changes as proposed – **Recommended.**
 - **Pros:** Reduce number of complaints due to signage cost.
 - **Cons:** Decrease in revenue for City.

FEE SCHEDULE AMENDMENT
Additions shown in Bold
Deletions shown with a Strikethrough

Building Permit Fees (B=Building, E=Electrical, P=Plumbing, M=Mechanical Permits)

<u>DESCRIPTION</u>	<u>\$/SQ.FT.</u>	<u>MINIMUM</u>
<u>ALL NEW STRUCTURES & ADDITIONS</u>		
Residential (B)	\$.25	\$418.00
Non-Residential (B)	\$.17	\$449.90
Residential (E P M)	\$.05	\$88.34
Non-Residential (E P M)	\$.03	\$98.79
Accessories (B) (UP TO 400 SQ.FT.)	\$.13	\$55.00
<u>MISCELLANEOUS</u>		
Day Care and Residential Care Facilities	\$.10	\$150.00
Swimming Pool		
Residential	N/A	\$75.00
Non-Residential (see Non-Residential (B))	N/A	
Commercial Hood	N/A	\$150.00
Minimum Permit Fee (B E P M)	N/A	\$55/00 ea. trade
Mobile Home		
Single Wide	N/A	\$200.00
Multi Wide	N/A	\$300.00
Change of Occupancy / Certificate of Occupancy (B)	\$.05	\$75.00
Special Egress Locking (E)	\$.02	\$55.00
<u>DESCRIPTION</u>	<u>\$/SQ.FT.</u>	<u>MINIMUM</u>
Demolition (B)	N/A	\$35.00
Demolition (E)	N/A	\$35.00
Demolition (P)	N/A	\$35.00
Demolition (M)	N/A	\$35.00
Demolition of entire structure		\$55.00
Sign (includes canopy)	N/A	\$90.00
Signs per (Appendix H, IBC)		
• 1-5 Signs		\$90.00
• 1-5 Additional Signs		\$45.00
Temporary pole/Construction Trailer	N/A	\$55.00
Billboards (Per commercial structure fee schedule)		\$449.90

Attachment

A



Request for City Council Action

**Consent
Agenda
Item:** **4**
Date: 1/18/2011

Subject: Acceptance of Public Improvements: Carriage Run, Sections IV-A, IV-B and IV-C and Carriage Run, Sections V-A and V-B at Carolina Forest
Department: Public Services/Engineering
Presented by: Tom Anderson
Presentation: No

Issue Statement

The Engineering Division Staff has observed the work performed, approved the construction and filed inspection reports recommending the approval of Carriage Run, Sections IV-A, IV-B and IV-C and Carriage Run, Sections V-A and V-B at Carolina Forest. The improvements include: water, sewer, roads, storm drainage and sidewalks. If accepted, these improvements will be covered by a warranty that will expire 18 months from this date.

Financial Impact

The financial impact has not been assessed at this time.

Action Needed

To accept public improvements in Carriage Run, Sections IV-A, IV-B and IV-C and Carriage Run, Sections V-A and V-B at Carolina Forest.

Recommendation

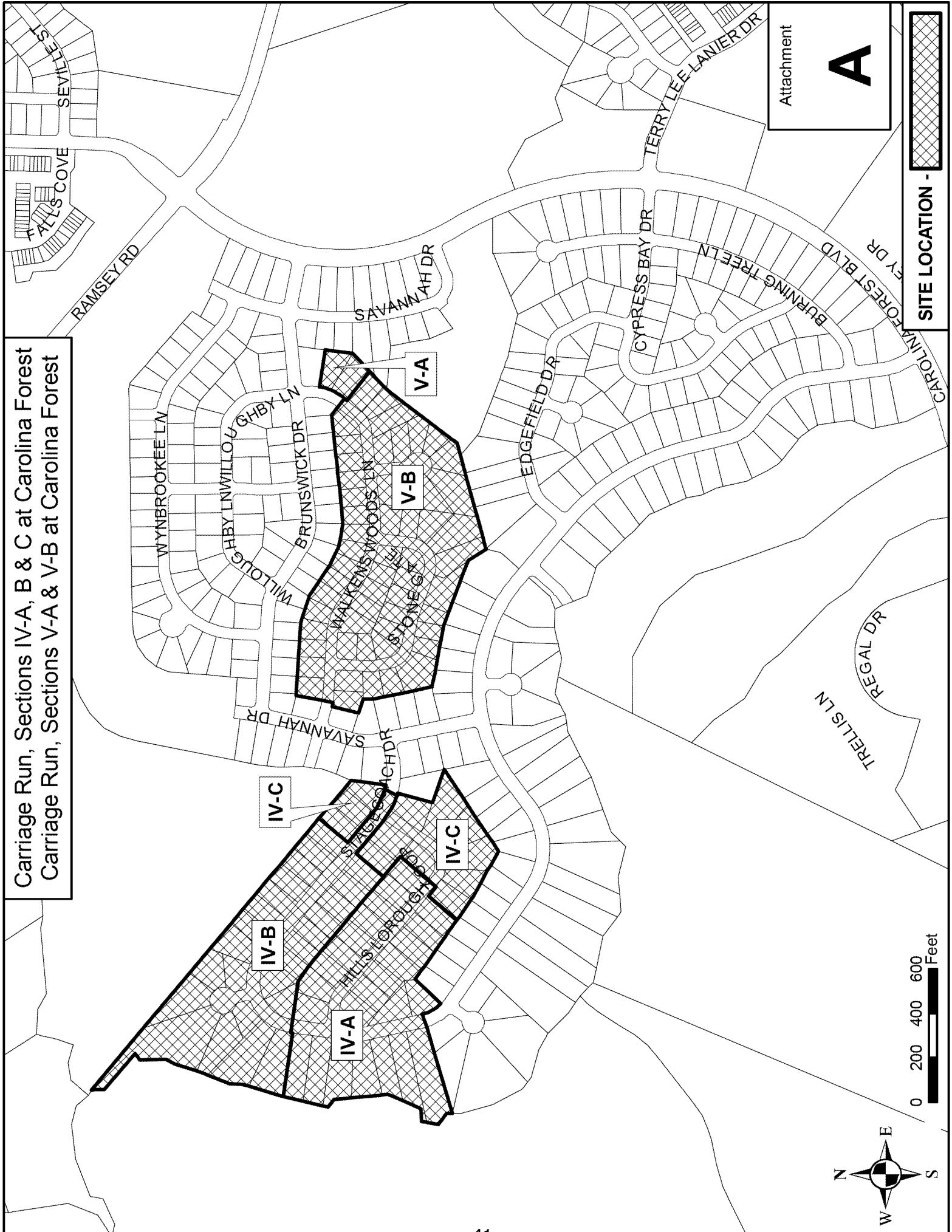
Staff recommends that Council move to accept for City maintenance the public improvements in Carriage Run, Sections IV-A, IV-B and IV-C and Carriage Run, Sections V-A and V-B at Carolina Forest.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

A Location Map

Carriage Run, Sections IV-A, B & C at Carolina Forest
Carriage Run, Sections V-A & V-B at Carolina Forest

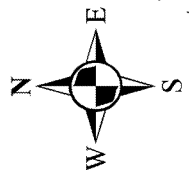


Attachment

A

SITE LOCATION -

0 200 400 600 Feet





Request for City Council Action

**Consent
Agenda
Item:** **5**
Date: 1/18/2011

Subject: Authorization to Condemn Financial Guarantees
Department: Public Services/Engineering
Presented by: Tom Anderson
Presentation: No

Issue Statement

As directed by Council, staff is requesting authorization to process condemnation of the expiring financial guarantees held by the City if the developer is unable or unwilling to provide renewed financial guarantees. It is also recommended that the Mayor and Council allow staff, if necessary, to extend the Surety Agreements and Warranties for up to one year.

<u>Project Name</u>	<u>Expiration Dates</u>	<u>Amount</u>	<u>Extension</u>
Emerson Park at Williamsburg Plantation Section I	AGR: 3/4/2011	\$333,942.17	2 nd
Palmetto Park	WAR: 3/8/2011	\$68,549.86	1 st
Victory Way	LOC: 5/28/2011	\$125,781.00	2 nd
	WAR: 3/8/2011		1 st
Western Parkway Subdivision	LOC: 3/8/2011	\$34,700.00	1 st

Definitions:

LOC:	Letter of Credit	WAR:	Warranty	AGR:	Agreement
CD:	Certificate of Deposit	SIDE:	Sidewalk Agreement	BND:	Bond

Financial Impact

None.

Action Needed

To authorize staff to process condemnation of the financial guarantee if the developer is unwilling or unable to provide proper surety and to extend the Surety Agreement.

Recommendation

Staff recommends that Council authorize staff to process condemnation of the financial guarantee if the developer is unwilling or unable to provide proper surety and to extend the Surety Agreement.

Approved: ☒ City Manager ☐ City Attorney

Attachments:
None



Staff Report

**Consent
Agenda
Item:**

5

Authorization to Condemn Financial Guarantees

Introduction

In order to keep sureties and agreements current, Staff needs permission from Council to extend or condemn expiring financial guarantees held by the City if the developer is unable or unwilling to provide renewed financial guarantees.

Procedural History

The City's Subdivision Ordinance stipulates how the City handles Subdivision Agreements, their warranty periods and the financial guarantees related to that project. City Council must authorize the extension of an agreement or warranty period and/or give authorization to condemn financial guarantees. The following subdivisions have financial guarantees that soon will be expiring:

Emerson Park Section I – The agreement will expire March 4, 2011. This project is still under construction. The Developer needs to make some improvements and then may request a final inspection and acceptance of the public improvements for City maintenance. Once the project has been accepted, it will begin an eighteen month warranty period.

Palmetto Park - This project is currently under warranty. The Warranty period will expire March 8, 2011.

Victory Way - This project is currently under warranty. The Warranty period will expire March 8, 2011.

Western Parkway Subdivision - The Surety will expire March 8, 2011. This project is still under construction. The Developer needs to make some improvements and then may request a final inspection and acceptance of the public improvements for City maintenance. Once the project has been accepted, it will begin an eighteen month warranty period.

Stakeholders

- Developers: John Koenig, Inc., Platinum Realty, Bailey & Associates, Inc., and Western Parkway, LLC.
- Residents of the City of Jacksonville

Options

To authorize staff to process condemnation of the financial guarantee if the developer is unwilling or unable to provide proper surety and to extend the Surety Agreement.
(RECOMMENDED)

To take no action would result in the developer having the ability to walk away from the agreement without any recourse leaving infrastructure that has not been installed and possibly at an expense to the City to complete the construction.



Request for City Council Action

**Consent
Agenda
Item:** **6**
Date: 1/18/2011

Subject: Tax Releases, Refunds, and Write-Offs

Department: Finance

Presented by: Gayle Maides, Assistant Finance Director

Presentation: No

Issue Statement

The County/City Tax Collector and the City's Finance Director recommend releases, refunds, and write-offs of property taxes as attached. The detail list of these tax releases and refunds (that is, the listing by property name, amount, reason, etc.) is available in the Finance Office for review.

Financial Impact

The tax releases, refunds, and write-offs as recommended by the City/County Tax Collector total, respectively, \$90,611.88, \$1,123.34, and \$72.55 (\$91,807.77).

Action Needed

Review the tax releases, refunds and write-offs.

Recommendation

Staff recommends that Council move to approve the tax releases, refunds and write-offs.

Approved: ☐ City Manager ☐ City Attorney

Attachments:

A Tax Releases, Refunds, and Write-offs



Staff Report

**Consent
Agenda
Item:**

6

Tax Releases, Refunds, and Write-Offs

Introduction

The Tax Releases, Refunds and Write-Offs as recommended by the City/County Tax Collector total, respectively, \$90,611.88, \$1,123.34, and \$72.55 (\$91,807.77).

Most of the Releases and Refunds are due to:

- 1) Clerical and/or addition errors on the Onslow County Abstracts,
- 2) Double charges for the same property,
- 3) Property erroneously listed as in this City,
- 4) Senior citizens exemptions,
- 5) Military non-resident.

Write-offs are due to:

- 1) A bill that is \$3.00 or less
- 2) An over or underpayment of \$1.00 or less.

Other releases and refunds just have notations indicating that interest only is being released and there will be no corresponding reference explanation. The County's computer system automatically accrues interest on the first day of the month. There will be times when the County received payment on the day before or even on the same day that the account has accrued the interest. The County will adjust their accounts to remove the interest that was automatically charged in lieu of having accounts with balances usually less than \$1.00.

The listing of proposed releases, refunds and write-offs as submitted by the Tax Collector, are in conformity with the law. Based upon this information as provided, which is believed to be true and accurate, I recommend your approval of these tax releases, refunds, and write-offs.

W.C. Jarman
Chairman
Paul Buchanan
Vice-Chairman
Barbara Ikner
William H. Keller III
Lionell Midgett



MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Onslow County Tax Administration
Betty Brown, Listing Supervisor

SUBJECT: Tax Releases and Refunds

[illegible]

Most of the releases are due to clerical errors on the Onslow County tax abstracts, addition problems, double charges for the same property, property picked up as being inside Jacksonville but actually outside city limits, citizens that can claim the senior citizens exemption but this exemption was not indicated on the tax abstracts, and military having vehicles registered in Onslow County but claiming another state as their legal residence, etc.

BB/sm

I have reviewed the attached listing of proposed releases, refunds, and write-offs. The requests are in conformity with the law. Based upon the information furnished me by the Tax Collector, which I believe to be true and accurate, I recommend their consideration as presented.

Gayle Maides
Gayle Maides
ASSISTANT FINANCE DIRECTOR

Onslow County Tax Administration
39 Tallman Street • Jacksonville, North Carolina • 28540
Phone: 910-989-2200 Fax: 910-455-4579
www.onslowcountync.gov



TAX RELEASE SUMMARY

NOVEMBER 2010

YEAR	CODE	TAX RATE	PRINCIPAL	LATE LIST	TOTAL	TAX VALUE
2010	101-0000-111-0000	0.005380	74,062.17	9,595.40	83,657.57	13,766,202.60
2009	101-0000-111-1000	0.006260	6,250.65	-	6,250.65	998,506.39
2008	101-0000-111-1000	0.006260	430.96	-	430.96	68,843.45
2007	101-0000-111-1000	0.006260	230.25	-	230.25	36,781.15
2006	101-0000-111-1000	0.005316	10.71	-	10.71	2,014.67
2005	101-0000-111-1000	0.005900	15.06	-	15.06	2,552.54
2004	101-0000-111-1000	0.005900	-	-	-	-
2003	101-0000-111-1000	0.005900	-	-	-	-
2002	101-0000-111-1000	0.005900	-	-	-	-
2001	101-0000-111-1000	0.005900	-	-	-	-
2000	101-0000-111-1000	0.005900	16.68	-	16.68	2,827.12

TOTAL	81,016.48	9,595.40	90,611.88	14,877,727.93
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'00-09	6,954.31
2010	83,657.57

TAX REFUND SUMMARY
NOVEMBER 2010

YEAR CODE	TAX RATE	PRINCIPAL	LATE LIST	INT.	TOTAL REFUND	TAX VALUE
2010 101-0000-311-0000	0.005380	186.69	-	1.45	188.14	34,700.74
2009 101-5000-412-2000	0.006260	356.83	-	5.22	362.05	57,001.60
2008 101-5000-412-2000	0.006260	311.20	-	14.69	325.89	49,712.46
2007 101-5000-412-2000	0.006260	143.66	-	2.60	146.26	22,948.88
2006 101-5000-412-2000	0.005316	72.35	-	4.18	76.53	12,262.71
2005 101-5000-412-2000	0.005900	23.25	-	1.22	24.47	3,940.68
2004 101-5000-412-2000	0.005900	-	-	-	-	-
2003 101-5000-412-2000	0.005900	-	-	-	-	-
2002 101-5000-412-2000	0.005900	-	-	-	-	-
2001 101-5000-412-2000	0.005900	-	-	-	-	-
2000 101-5000-412-2000	0.005900	-	-	-	-	-
TOTAL		1,093.98	-	29.36	1,123.34	180,567.07

TAX WRITE-OFF SUMMARY
NOVEMBER 2010

YEAR	CODE	TAX RATE	PRINCIPAL	LATE LIST	TOTAL	TAX VALUE
2010	101-0000-111-0000	0.005380	70.96	-	70.96	13,189.59
2009	101-0000-111-1000	0.006260	1.39	-	1.39	222.04
2008	101-0000-111-1000	0.006260	0.20	-	0.20	31.95
2007	101-0000-111-1000	0.006260	-	-	-	-
2006	101-0000-111-1000	0.005316	-	-	-	-
2005	101-0000-111-1000	0.005900	-	-	-	-
2004	101-0000-111-1000	0.005900	-	-	-	-
2003	101-0000-111-1000	0.005900	-	-	-	-
2002	101-0000-111-1000	0.005900	-	-	-	-
2001	101-0000-111-1000	0.005900	-	-	-	-
2000	101-0000-111-1000	0.005900	-	-	-	-

TOTAL	72.55	-	72.55	13,443.58
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'2000-2009	1.59
2010	70.96



Request for City Council Action

**Consent
Agenda
Item:** **7**
Date: 1/18/2011

Subject: Authorization to Submit PARTF Grant Application for Carolina Forest Park
Department: Recreation and Parks
Presented by: Tim Chesnutt, Recreation and Parks Director
Presentation: No

Issue Statement

The deadline for the State Parks and Recreation Trust Fund (PARTF) grant applications is the end of January, 2011. Staff is requesting City Council's permission to apply for PARTF grant funding for the Carolina Forest Park project prior to the State's January deadline.

Financial Impact

The Carolina Forest Project is already included in the Capital Budget.

Action Needed

Approval to the submit Grant Application and authorize the City Manager to execute the application.

Recommendation

Staff recommends that Council move to authorize submission of the PARTF grant application for the Carolina Forest Park project.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

None



Staff Report

**Consent
Agenda
Item:**

7

Amendment to Capital Improvement Plan

Introduction

The deadline for applying for a North Carolina Park and Recreation Trust Fund (PARTF) Grant for this cycle is January 31, 2011. Staff is proposing to apply for PARTF grant funding for the Carolina Forest Park project prior to the State's January deadline.

Last year, the City submitted PARTF Grant requests for Country Club and Carolina Forest Parks. Based on the Country Club/Sandy Run Neighborhood Planning effort and discussions with Council Member Coleman, staff is not planning to submit Country Club Park for a PARTF Grant at this time.

Financial Impact

The estimated cost to develop Carolina Forest Park is \$1,094,625 of which \$594,625 is proposed to be funded by the General Fund and the remaining \$500,000 will be funded by a PARTF Grant.

The City must match a PARTF grant dollar-for-dollar, fifty percent (50%) of the total cost of the project, and may contribute more than fifty percent (50%).

Authorization to Submit PARTF Grant Application

Carolina Forest Park: Use of the proposed facility will benefit youth athletics in the Jacksonville Community. This project has the support of the Pop Warner Football League, the Onslow County Youth Lacrosse League and the Onslow County School System to begin this project as soon as possible. An outdoor recreation facility in this area is a part of the Capital Improvement Plan. The Recreation and Parks Department requests authorization to submit a PARTF Grant to develop the Carolina Forest Park during the current grant cycle. In Phase I, the grant request will include the following park elements: a playground with safety surface; picnic shelter with grills, tables and trash receptacles; two game-caliber multipurpose rectangular fields; a storage facility; site preparation to include clearing, grubbing and grading, permits; landscaping; irrigation; signage, and security lights. Phase II will include lighting of the ball fields and parking lots.

Applications are due by 5:00 p.m. on January 31, 2011.

PARTF Funding Cycle 2010-2011

Some Requirements and Resources

Signing the Contract: A grantee signs a contract that describes the project and the conditions for receiving a PARTF grant. This is a legally binding agreement between the grantee and the State of North Carolina.

Public Use: Property acquired with a grant from PARTF must be dedicated forever for public recreational use. Facilities built or renovated with a PARTF grant are to be used for public recreation for at least 25 years.

Reimbursements: PARTF grants are paid as reimbursements of actual expenses. Grantees may submit bills for reimbursement on a quarterly basis. The PARTF program will reimburse grantees for up to fifty percent (50%) of their actual expenses for the project with a maximum of \$500,000. The applicant's project costs identify the total amount of the grant funds to be reimbursed. The grantee is responsible for any additional costs as needed to complete the project.

The PARTF program will retain the final ten percent (10%) of the grant amount until the completion of the project.

Completing the PARTF Project: A grantee has a maximum of three years from the date specified in the contract to complete a project.

Placing Utility Lines Underground: All utility lines funded with a grant from PARTF must be placed underground.

Making Facilities Accessible: All facilities funded by PARTF must comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG). Applicants are strongly encouraged to include the costs of building accessible facilities and access routes to those facilities in the grant application.



Request for City Council Action

Agenda Item:	8
Date:	1/18/2011

Subject: Concept for Downtown Office Building

Department: City Manager's Office

Presented by: Ron Massey, Assistant City Manager; Cliff Ray, Developer

Presentation: Yes

Issue Statement

Cliff Ray has requested that he be given the opportunity to brief the Council on a concept for developing a new office building in the Downtown area.

Financial Impact

None at this time

Action Needed

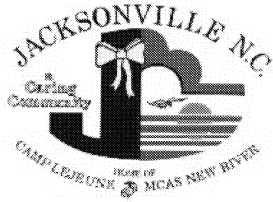
None at this time

Recommendation

Informational Item – No Action Needed

Approved: ☒ City Manager ☐ City Attorney

Attachments:



Request for City Council Action

Agenda Item:	9
Date:	1/18/2011

Subject: FY 2011 Governor's Crime Commission Grant Application - Business Watch Crime Prevention Project

Department: Police

Presented by: Chief Mike Yaniero

Presentation: Yes

Issue Statement

The Police Department is seeking authorization to submit an application for the FY 2011 Governor's Crime Commission (GCC) Grant Program. The Police Department has prepared a proposal to apply for the grant funding to establish a Business Watch crime prevention project in partnership with the Jacksonville-Onslow Chamber of Commerce.

Financial Impact

The amount requested in the final application to the Governor's Crime Commission in the grant is \$3,693.75; with a required 25 percent match funded by the City (\$1,231.25) for a total of \$4,925.00 for the project.

Action Needed

Authorization for the Police Department to apply for and accept the grant if awarded

Recommendation

Staff recommends that Council move to authorize the City Manager or his representative to submit an application for the FY2011 GCC Grant on behalf of the City of Jacksonville and accept the grant if awarded.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

- A Letter of Support
- B Proposed Budget Amendment



Staff Report

Business Watch – Crime Prevention Program FY 2011 Governor’s Crime Commission Grant- Application

Introduction

The Police Department is dedicated to the concepts of proactive policing to provide a better quality of life for our community. This is accomplished through a diverse variety of police and community programs designed to enrich the community through a better understanding of how their police department operates. Jacksonville Police is committed to partnerships and the problem-solving process.

Over the past several years, because of the area’s substantial population growth, the police department’s efforts in implementing proactive policing have become even more important. If awarded, this grant would allow the Police Department to fortify crime prevention and endeavors focused on small businesses.

Because of Jacksonville’s close proximity to Marine Corps Base Camp Lejeune, a proliferation of small businesses have opened to provide products and services to the civilians, marine and family members working and living in our community. According to the Jacksonville-Onslow Chamber of Commerce, a majority of these businesses have five employees or less.

During 2010, there were 1,162 documented reports of crimes that took place at a commercial business in the City of Jacksonville. The incidents included: larceny, robbery, burglary, vandalism, fraud, shoplifting, forgery, trespassing, embezzlement and counterfeiting. Through our existing Community Policing Program, we have discovered a need in the business community for crime prevention strategies that would protect the property, employees and customers of small businesses in Jacksonville. Many are lacking the skills or training to protect the personal and financial investment they have made in their business.

The Police Department realizes that an overall strategy of proactive policing which includes both prevention and intervention efforts will yield positive results for our citizens. The investment of time and effort in proactive police prevention efforts on the front end may reduce crime, disorder, violence and general police service demands.

This grant project will establish the Business Watch Program. The Business Watch Program will address successful crime prevention strategies specific to small businesses.

In partnership with the Jacksonville-Onslow Chamber of Commerce, the program will provide a series of "Breakfast Briefs" consisting of information and presentations designed to address the needs of small business owners in protecting their businesses against crime. Topics will include: hiring practices, background checks, fingerprints, fraud prevention, safe and secure banking, identity and information security, burglar alarms for businesses, building and equipment security, crisis management and emergency management practices. In addition, the program will familiarize business owners with JPD operations and the services that the Police Department provides. Most business owners have little to no interaction with the police department until there is trouble or a problem to address.

There are no personnel costs associated with this grant. Existing Chamber staff and JPD officers and personnel will staff the program and be responsible for providing law enforcement services that focus on the successful initiatives and strategies to prevent crimes to small businesses. Grant funding would allow for equipment, advertising and promotional items to establish a Business Watch Program. The combined efforts of the Chamber and Police Department in establishing a Business Watch will directly impact the quality of life in the City in a positive manner.

Procedural History

- October, 2010 – Governor's Crime Commission announced potential grant opportunity
- October, 2010 – Police Department staff attend GCC Grant workshop
- November, 2010 – JPD and Chamber staff meet for project planning
- January 18, 2011 – Staff seeks City Council authorization for grant submittal and acceptance
- January 31, 2011 – Grant is submitted
- Spring, 2011 – Governor's Crime Commission announces grant awards
- July 1, 2011 - Grant period begins

Stakeholders

- Citizens of Jacksonville and Onslow County
- Police Department
- Business Community
- Employees of Business Community

Options

- 1. Option 1:** Authorize the Police Department to submit the application for the FY 2011- Governor's Crime Commission Grant – Business Watch Program to create a small business crime prevention program to enhance the Police Department's existing proactive policing program.
(Recommended)

Pros: Positively impact Jacksonville Business Community and enhance proactive community policing efforts.

Cons: Continue without a program to meet the growing needs of Jacksonville Business Community without the resources provided by this grant.

2. **Option 2:** Do not authorize Police Department to submit the application for the grant.

Pros: None

Cons: Continue without a program to meet the growing needs of Jacksonville Business Community without the resources provided by this grant. .



January 3, 2011

Governor's Crime Commission
1201 Front Street, Suite 200
Raleigh, NC 27609

Dear Committee Members:

On behalf of the Jacksonville•Onslow Chamber of Commerce, we are very pleased to have the opportunity to work in partnership with the Jacksonville Police Department on a project supported by GCC grant funding.

A crime prevention program designed specifically for small business owners would be a welcome resource in our community. Of our roughly 800 members, about 85% are small businesses with 25 employees or less, and the majority of those have five employees or less. It is evident that small businesses are the backbone of our business community and this program would definitely benefit them.

We are excited to be included in the creation of this project and look forward to being a part of a successful crime prevention program for our business community in the years ahead. Thank you for your consideration of this request.

Sincerely,

Mona Padrick
President

Attachment

A

ORDINANCE (2011-)

AN ORDINANCE AMENDING THE FISCAL YEAR 2011 BUDGET

BE IT ORDAINED by the City Council of the City of Jacksonville, North Carolina that the following amendment to the Fiscal Year 2011 General Fund and Governor's Crime Commission Business Watch project budget is hereby enacted:

GENERAL FUND

EXPENDITURES	BUDGET	CHANGE	TOTAL
POLICE DEPARTMENT	12,457,207	(1,231)	12,455,976
TRANSFER TO SPECIAL REVENUE	723,104	1,231	724,335
TOTAL ADJUSTMENTS		-	
TOTAL FUND EXPENDITURES	44,978,608	-	44,978,608

GCC BUSINESS WATCH GRANT GF1119

REVENUES	BUDGET	CHANGE	TOTAL
GCC GRANT	-	3,694	3,694
TRANSFER FROM GENERAL FUND	-	1,231	1,231
TOTAL ADJUSTMENTS		4,925	
TOTAL PROJECT REVENUES	-	4,925	4,925

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	-	4,925	4,925
TOTAL ADJUSTMENTS		4,925	
TOTAL PROJECT EXPENDITURES	-	4,925	4,925

The purpose of this budget amendment is to appropriate anticipated revenue from the Governor's Crime Commission to fund the Business Watch project budget along with the required 25% match.

This ordinance shall be effective upon its adoption.

ADOPTED by the Jacksonville City Council in regular session this 18th day of January 2011.

Sammy Phillips, Mayor

ATTEST:

Carmen K. Miracle, City Clerk

Attachment

B



Request for City Council Action

Agenda Item:	10
Date:	1/18/2011

Subject: Budget and CIP Amendments for SCADA for Wastewater Lift Stations

Department: Public Services

Presented by: Grant Sparks/Pete Deaver

Presentation: No

Issue Statement

The existing SCADA (Supervisory Control and Data Acquisition) system that serves the wastewater lift stations is a stand alone system that is not compatible with the recently upgraded SCADA system that serves the City's Water Treatment Plant and Wastewater Treatment Plant. The current system does not allow the Plants Maintenance Mechanics to access the system unless they travel to the Water Treatment Plant or to the Commons elevated water tank and connect via a laptop. The current system is aging and has become unreliable.

Financial Impact

There will be no impact on the total budget. The FY11 City budget includes debt payments on the SRF loans for the Land Application project and the Water Treatment plant. The state requires repayment to begin six months after the project is complete and neither of these projects are complete from the state's prospective; therefore, no repayment will be made this fiscal year.. As a result, there will be sufficient in the debt service budget to cover the \$250,000 cost for the initial phase of this project.

Action Needed

Consider implementation of this Project along with the related Budget and CIP Amendments.

Recommendation

Staff recommends Council move to approve the Budget and CIP Amendments for the implementation of Phase I of the SCADA System Project.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

- A Proposed Budget Amendment
- B CIP Amendment



Staff Report

Budget and CIP Amendments for SCADA for Wastewater Lift Stations

Introduction

Staff proposes to implement a new SCADA system to monitor the City's existing wastewater collection system at each individual lift station. The key components of this project will consist of Remote Terminal units (RTU's), Spread Spectrum Radio's, antennas, software/firmware, and all required programming for each of the 36 lift stations.

This will allow mechanics to view operating conditions and statistical data at each lift station from any computer via the internet resulting in better time management, quicker reaction to alarms and the ability to analyze critical data to assist in the reduction of inflow and infiltration (I&I).

SCADA stands for Supervisory Control and Data Acquisition. It generally refers to computer systems that monitor and control industrial, infrastructure or facility based processes. In the past, the City's water and wastewater SCADA systems operated on two (2) different software platforms that do not communicate with each other which included proprietary components that are not readily available and are limited in their abilities to monitor and control critical operating functions. With the construction of the new water plant, new water system SCADA hardware and software has been developed and installed using ARRA funds. The new water system SCADA project, which was designed as an integrated system that could support both the water and wastewater systems, provides the backbone for the new wastewater lift station SCADA system. The system is necessary to enhance operational efficiencies and control capabilities by providing accurate and timely reading, recording, and monitoring of wastewater flow.

The current wastewater SCADA system is monitored by the water plant operators who notify the wastewater system maintenance mechanics when there is an alarm. It does not allow the maintenance mechanics accessibility unless they travel to the Water Treatment Plant or to the Commons elevated water tank and connect via a laptop to monitor the stations. When there is an alarm, response personnel then must travel to the individual lift station to determine the nature of the problem when an alarm is triggered often requiring response personnel and vehicles to respond during non-working hours.

This project was not included in the 2011-2015 Capital Improvement Plan which will require an amendment to add it to the Capital Improvement Plan. The entire project is estimated to cost approximately \$1.2 million and will be implemented in phases. Staff is requesting approval to proceed with Phase I which will consist of the overall design for all 36 lift stations and the purchase of equipment, installation, and programming for six of the major stations. Phase II will consist of the purchase of equipment, installation and

programming for the remaining stations and will be proposed in the 2012 Capital Improvement Plan.

Stakeholders

- Water and sewer customers of the City of Jacksonville
- Utility Maintenance Division
- Information Technology Department

Options

Option 1- Approve the Budget and CIP Amendments and proceed with implementation of the project. **(RECOMMENDED)**

- Pros –Installation of new SCADA system will allow better manageability of lift stations and assist in the tracking and reduction of inflow and infiltration within the City sewer infrastructure
- Cons – Expenditure of funds

Option 2- Defer action and add Project to the 2012 Proposed CIP

- Pros – Delay in the expenditure of funds
- Cons – Delay in upgrading lift station SCADA, mechanics continue to have limited accessibility to critical operational data

Option 3- Not approve and remain status quo

- Pros – None
- Cons – Delay in upgrading lift station SCADA, mechanics continue to have limited accessibility to critical operational data

ORDINANCE (2011-)

AN ORDINANCE AMENDING THE FISCAL YEAR 2011 BUDGET

BE IT ORDAINED by the City Council of the City of Jacksonville, North Carolina that the following amendment to the Fiscal Year 2011 Water/Sewer Fund and SCADA upgrade project budget is hereby enacted:

WATER/SEWER FUND

EXPENDITURES	BUDGET	CHANGE	TOTAL
DEBT SERVICE	11,782,510	(250,000)	11,532,510
TRANSFER TO CAPITAL PROJECTS	1,320,000	250,000	1,570,000
TOTAL ADJUSTMENTS		-	
TOTAL FUND EXPENDITURES	25,387,257	-	25,387,257

SCADA UPGRADE SF1109

REVENUES	BUDGET	CHANGE	TOTAL
TRANSFER FROM WATER/SEWER FUND	-	250,000	250,000
TOTAL ADJUSTMENTS		250,000	
TOTAL PROJECT REVENUES	-	250,000	250,000

EXPENDITURES	BUDGET	CHANGE	TOTAL
PROJECT EXPENDITURES	-	250,000	250,000
TOTAL ADJUSTMENTS		250,000	
TOTAL PROJECT EXPENDITURES	-	250,000	250,000

The purpose of this budget amendment is to establish the SCADA system upgrade project and provide \$250,000 in debt service savings from the Water/Sewer Fund for project expenses.

This ordinance shall be effective upon its adoption.

ADOPTED by the Jacksonville City Council in regular session this 18th day of January 2011.

ATTEST:

Sammy Phillips, Mayor

Carmen K. Miracle, City Clerk

Attachment

A

Ordinance 2011 – (x)

**An Ordinance Amending the 2011/2012 City of Jacksonville
Capital Improvement Plan (CIP) Adopted by Council June 22, 2010**

BE IT ORDAINED by the City Council of the City of Jacksonville, North Carolina, that the Capital Improvement Plan (CIP) is hereby amended as follows:

1) SCADA for Wastewater Lift Stations:

The CIP is amended by Budget Ordinance #2011 - (x) to include SCADA for Wastewater Lift Stations. This Project will allow the development of a new SCADA system to monitor the City's existing wastewater collection system at each of the lift stations. The key components of this project will consist of Remote Terminal Units (RTUs), Spread Spectrum Radios, antennas, software/firmware, and all required programming for each of the 36 lift stations. The entire project is estimated to cost approximately \$1.2 million and will be implemented in phases. This Ordinance will allow staff to proceed with Phase I which will consist of the overall design for all 36 lift stations and the purchase of equipment, installation, and programming for approximately six of the major stations.

This ordinance shall be in full force and effective upon its adoption.

Adopted by the Jacksonville City Council in regular session on this 18th day of January 2011.

Sammy Phillips, Mayor

ATTEST:

Carmen K. Miracle, City Clerk

Attachment

B

Capital Improvement Plan

City of Jacksonville, NC

2011 *thru* 2015

Project # **SR-11-007**
 Project Name **SCADA for Wastewater Lift Stations**

Type	Replacement	Department	Public Services
Useful Life	20	Contact	Wally Hansen
Category	Sewer - Lift Station	Priority	H High Priority
Part of Master Plan	N	Growth Related	Y
Externally Mandated	N	Service Related	Y

Description

Develop a new SCADA system to monitor the City's existing wastewater collection system at each individual lift station. The key components of this project will consist of Remote Terminal Units (RTUs), Spread Spectrum Radios, antennas, software/firmware, and all required programming for each of the 36 lift stations.

This Project shall be completed in phases. The first phase shall consist of the complete overall design for all 36 lift stations and purchase of equipment, installation and programming for six of the major stations.

This will allow mechanics to view statistical data from any laptop resulting in better time management, quicker reaction to alarms, and analyzing critical data.

Justification

The City's water and wastewater SCADA (Supervisory Control and Data Acquisition) Systems have been based on proprietary components that are not readily available and are limited in their abilities to monitor and control critical operating functions. The existing water and wastewater systems operate on two different software platforms that do not communicate with one another.

The integration of new water system SCADA hardware and software is currently under development and has been funded by ARRA. The water project will also install the network backbone for a new sewer SCADA system.

This system is necessary to enhance operational efficiencies and control capabilities by providing accurate and timely reading, recording, and monitoring of wastewater flow. Currently, response personnel must travel to each lift station to determine the nature of the problem when an alarm is triggered often requiring response personnel and vehicles to respond during non-working hours.

Expenditures	Prior	2011	2012	2013	2014	2015	Future	Total
Construction			864,000					864,000
Other		250,000						250,000
Contingency			80,000					80,000
Total		250,000	944,000					1,194,000

Funding Sources	Prior	2011	2012	2013	2014	2015	Future	Total
Water and Sewer Fund		250,000	944,000					1,194,000
Total		250,000	944,000					1,194,000

Budget Impact/Other

IMPACT IF CANCELLED OR DELAYED: Further deterioration of the City's wastewater system could result in sewer overflows and enforcement actions/fines from the State.

These improvements should also reduce the number of service calls that require response personnel and vehicles to respond during both

Thursday, January 13, 2011

Capital Improvement Plan
City of Jacksonville, NC

2011 *thru* 2015

working and non-working hours.



Request for City Council Action

Agenda Item:	11
Date:	1/18/2011

Subject: Board of Adjustment Appointment

Department: Planning & Development Services

Presented by: Gary Ouellette, Chief Zoning/Code Enforcement Officer

Presentation: No

Issue Statement

The Jacksonville Board of Adjustment is a seven member City Board that includes two Extraterritorial Jurisdiction (ETJ) members. ETJ members are appointed by the County.

One City representative has resigned, creating a vacancy on the Board.

There are two (2) applicants interested in this appointment. One applicant is currently serving the Board of Adjustment in the alternate position. The second applicant has expressed interest in serving as a full member, or as the alternate member.

Councilman Jerry Bittner is the Council Liaison to the Board of Adjustment.

Financial Impact

None

Action Needed

Seek Nominations for City Appointment

Close Nominations/Vote on Appointment

Recommendation

Appoint one (1) regular member for the existing term to expire June 30, 2011.

(If the alternate City position becomes vacant, appoint one (1) alternate City member to an existing term expiring June 30, 2013.

Approved: ☒ City Manager ☐ City Attorney

Attachments:

A Talent Bank Application



Staff Report

Board of Adjustment Appointments

Introduction

The Board of Adjustment is a “quasi-judicial” administrative body whose purpose is to provide a source of appeal from any unnecessary hardships that might result from the strict enforcement of the City Zoning Ordinance. The responsibilities of the Board of Adjustment are authorized and set forth by North Carolina General Statute 160A, Article 19, Part 3.

The Board is made up of seven members which includes two Extraterritorial Jurisdiction (ETJ) members. Members and alternates are appointed for three-year staggered terms; however, they may continue to serve until their successors have been appointed. When vacancies are filled, they are for the unexpired portion of that term. Currently, there are two vacancies, one from within the City Limits and one ETJ Alternate position.

Mr. Marty Goldman is currently filling the City’s alternate member position and has expressed a desire to be a regular member of the Board.

Staff has contacted Mr. Nicoll and verified that he desires to be considered for appointment as a regular member or alternate member of the Board.

NEW APPLICANTS DESIRING APPOINTMENT

Name	Current Service on City Board / Committee
Thomas E. Nicoll	Water and Sewer Advisory Board

CURRENT BOARD MEMBERS DESIRING APPOINTMENT

Name	Desire appointment	Attendance Last 12 Months
Marty Goldman (If not appointed to the full position, Mr. Goldman wishes to remain in the alternate seat.	Yes	1 of 1

City of Jacksonville

Application for Appointment to Boards and Commissions

I, the undersigned am interested in community service and I provide this information for use by the City Council in considering my qualifications for appointment to the following Boards/Commissions.

Effective October, 17, 2004: Except for active duty military personnel, appointees to the City of Jacksonville Boards and Commissions must be registered to vote within Onslow County.

(Please refer to the attached Boards and Commissions Summary Sheet for information and/or specific qualifications that may be required for appointment to a particular Board and for information regarding the City's Shadow Leadership Program.)

If you are interested in being contacted to serve on various ad hoc and/or special Committees that may be created in the future by the City Council, please check here: _____

List your Board/Commission Preferences in priority order below:

1. BOARD OF ADJUSTMENT
2. _____
3. _____
4. _____

If you are interested in being considered for appointment through the City's Shadow Leadership Program for any of the Boards indicated above, please check here: _____

Name: MARTY GOLOMAN Spouse: BRANDI P. GOLOMAN

Home Address: 1205 DECATUR RD, JACKSONVILLE, NC 28546

Work Name and Address: RETIRED

Home Telephone: 910-347-6696 Cell Telephone: 910

Fax: _____ Email Address: mgoloman@cc.nv.com

Are you registered to vote in Onslow County? ☒ YES ☐ NO

Do you reside within the Jacksonville City Limits? YES If Yes, for how long: 21 YEARS

Do you reside within Onslow County? YES Or, is your place of employment within Onslow County? NA

Please describe your current and past Civic or Community Involvement:

BOD, STURGEON CITY; BOD JACKSONVILLE CC; CHAIRMAN
BOD, MARINE FEDERAL CU; BOD NEW RIVER FOUNDATION
MORNING + EVENING ROTARY

Please describe special talents, experience, education or training that you feel qualifies you for service on the selected Boards or Commissions:

CEO, HOSPITALS JOINT VENTURES; OVER 3000 CEUS IN
FINANCE AND GOVERNANCE; GRADUATE LONDON SCHOOL
OF BUSINESS IN FINANCE AND GOVERNANCE

Attachment

A

Continued on Next Page

- If you have additional information that you would like to provide, please attach extra pages.
- Applications will remain active and on file for a period of three years at which time you will be contacted to verify your continued interest and for new or updated information.
- The information provided will be used by the City Council in considering appointments to City Boards and Commissions.

Signature

Date

Please return this form to:
City Clerk's Office, City of Jacksonville
815 New Bridge St. Jacksonville, NC 28540
Phone: 910-938-5224 FAX 910-455-6761

City Clerk's Office Use Only

Date Application Received: 7/12/10

Date Verified as Onslow County Registered Voter: 7/12/10

Home Address Verified as City Resident: yes

Home Address Verified as County Resident: _____

Employment Address is located within _____ City Limits or Onslow County?

Contact Notes: _____

City of Jacksonville

Application for Appointment to Boards and Commissions

I, the undersigned am interested in community service and I provide this information for use by the City Council in considering my qualifications for appointment to the following Boards/Commissions.

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If you are interested in being contacted to serve on various ad hoc and/or special Committees that may be created in the future by the City Council, please check here: ☒

List your Board/Commission Preferences in priority order below:

1. Board of Adjustment
2. Onslow County Civic Affairs
3. Jacksonville Solid Waste and Recycling
4. _____

If you are interested in being considered for appointment through the City's Shadow Leadership Program for any of the Boards indicated above, please check here: ☒

Name: Thomas E. Nicoll Spouse: N/A

Home Address: 1100 Pine Valley Road, Jacksonville, NC 28546

Work Name and Address: Retired

Home Telephone: (910) 353-2056 Work Telephone: _____

Fax: N/A Email Address: N/A

Are you registered to vote in Onslow County: ☒ YES ☐ NO

Do you reside within the Jacksonville City Limits? Yes If Yes, for how long: 10 years

Do you reside within Onslow County? Yes Or, is your place of employment within Onslow County? _____

Please describe your current and past Civic or Community Involvement:

Water and Sewer Advisory Board

Please describe special talents, experience, education or training that you feel qualifies you for service on the selected Boards or Commissions:

Willingness to serve.

Continued on Next Page

- Thomas E. Ricoll
Signature

2/10/2010
Date

City Clerk's Office Use Only

Date Application Received: 2/11/10

Date Verified as Onslow County Registered Voter: 2/11/10

Home Address Verified as City Resident: 2/11/10

Home Address Verified as County Resident: _____

Employment Address is located within City Limits or Onslow County?

Contact Notes: